

Part IV. Phase 1

INTRODUCTION/ORIENTATION: 1.0.00

The Sonoma State University Police Services Field Training Program is dedicated to turning newly hired officers into trained and competent officers in an eleven-week period. Due to personnel constraints, and different abilities in learning and retention, the program may take more than eleven weeks. This program is designed to be flexible. The Field Training Officers (FTO)'s will offer as much assistance and instruction as necessary to produce a "solo officer."

During the first phase of training, the trainee will be given the opportunity to become familiar with the department, policies and procedures, and the campus community. In the second phase, the trainee will initially observe the patrol techniques of the FTO and under the discretion of the FTO gradually take on a lead position in the field. The trainee is encouraged to take notes (when applicable) and ask questions.

Safety is paramount during this training. Trainees shall listen to the orders given by the FTO at all times. The FTO's will not make a trainee perform any task that the FTO would not perform themselves under similar circumstances. The FTO will not compromise the safety of himself or herself, the trainee, or the safety of the public at any time during training.

FIELD TRAINING PROGRAM: 1.1.00

1.1.01 Explain Field Training phases and manual:

- A. Phase 1 Orientation
- B. Phase 2 Observes FTO
- C. Phase 3 Trainee as Primary Call Taker
- D. Phase 4 Trainee Takes Calls w/Little Assistance From FTO
- E. Phase 5 Performs Solo w/out Assistance/FTO Observes/Evaluates Only

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Trainee								
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1.1.02 Explain Evaluations

- A. Daily Observation Reports (DORS) during field training program
- B. Weekly Reports to Supervisor during field training program
- C. Quarterly Reports by shift Supervisor during probation
- D. Annual Reports after probation completion

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AGENCY-SPECIFIC TRAINING: 1.2.00

During the orientation period, the trainee shall be given an opportunity to become familiar with the specific training requirements of his/her agency. The trainee shall have been scheduled for and successfully completed the following training prior to starting the uniformed patrol field training program:

1.2.01 Firearms/Weapons qualification, including written test

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1.2.02 Arrest and control techniques

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1.2.03 Impact weapon qualification, including written test

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1.2.04 OC-techniques and responsibilities

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1.2.05 Taser Training and Qualification

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AGENCY ORIENTATION: 1.3.00

1.3.01 the trainee will discuss his/her duties and obligations and demonstrate a working knowledge of:

- A. Agency's organization and functions
- B. Work schedules
- C. Chain of command
- D. Copies of:
 - 1. SSU Police Services Policy & Procedure Manual
 - 2. Study Guides (for testing)
 - 3. California Penal & Vehicle Code Books & Quick Ref.'s
 - 4. California Code of Regulations/Title 5

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1.3.02 the trainee shall review and briefly explain agency policies, directives, rules, and regulations pertaining to:

- A. Standard of conduct on and off duty (values, ethics, principles)
- B. Rules governing outside employment
- C. Regulations on carrying weapons off duty
- D. Hours of all shifts and absence reporting requirements
- E. Interaction with associated law enforcement agencies
- F. News media release laws, rules and regulations
- G. Security of agency facilities
- H. Burglar & Fire alarm systems

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1.3.03 the trainee shall review and explain department policies or General Orders related to:

- A. Use of Force
- B. Domestic Violence
- C. Emergency Vehicle Operations
- D. Sexual Harassment
- E. Use of Non-Lethal Weapons
- F. Protective Orders
- G. Hate Crimes
- H. Child Abuse Investigations
- I. Missing Persons
- J. Emergency Notifications
- K. Officer Involved Critical Incidents
- L. Warrant Procedures
- M. Bollards & inter campus driving

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1.3.04 the trainee shall be oriented to the work area, including:

- A. Introductions to key police personnel
 - 1. Introduction meeting with the Chief
 - a. Department Philosophy
 - b. FERPA and Confidentiality Issues

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- B. Equipment and supply locations
 - 1. Replacing equipment & supplies
 - 2. Cleanliness of work areas

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C. Administrative reports

1. Payroll
2. Duty Status (sick/vacation/comp time off & overtime)
3. Memorandums
4. Reimbursement requests (ot meals, training, mileage, etc.)

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D. Various Accounts to be set up

1. Union-Unit 8
2. Parking (Payroll deduction available @ Customer Service)
3. Memorial Scholarships: Shannon Moore & Tom Lavezzoli-former SSU Police Employees-Payroll deduction available
4. Direct Deposit-available during new employee orientation
5. E-mail *set up @ IT in Schulz Library
6. Telephonic voice mail account *set up @ IT in Schulz Library
7. Meeting Maker *set up @ IT in Schulz Library
8. RIMS

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1.3.05 the trainee shall know the operation of and agency policy regarding:

A. Authorized personal equipment

1. Authorized uniform of the day, clean and functional
2. All leather/nylon gear is clean and functional
3. Pistol: has a chambered round, and all magazines fully charged with bullets.
4. Oleoresin capsicum (O.C.) canister is functional
5. Collapsible baton (A.S.P.) and scabbard are clean and functional.
6. Handcuffs and key are clean and functional.
7. Radio with fully charged battery.
8. Mini-recorder has batteries and is functional.
9. Pen with black ink and note pad.
10. Citation books (explain sign out procedure).
11. Police Badge and I.D.

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B. Safety equipment

1. Duty Vest
2. Latex Gloves

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C. Agency equipment used by officers in the field.

1. All keys (vehicles/offices/dorm rooms/gates/bollards)
2. Flashlight
3. Report/lockout forms
4. Computers for reports/e-mails
5. Phones-Landwires and Cells

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1.3.06 the trainee shall review and explain what constitutes un-authorized equipment.

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1.3.07 the trainee shall review and explain agency policy on uniforms and equipment damage.

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1.3.08 the trainee shall demonstrate the procedures for obtaining and using the following items:

- A. Vehicle
- B. Hand-held radio
- C. Firearms/Weapons
- D. Ammunition
- E. Special equipment (i.e., baton helmet, mace, gas mask, etc.)

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ON CAMPUS ORIENTATION / GEOGRAPHIC LOCATIONS: 1.4.00

During orientation week, the FTO shall supply the trainee with maps of the campus. These maps shall include all buildings, parking lots, street names, and apartment/dormitory names. The trainee shall be responsible for learning the following information:

1.4.01 the trainee shall know the following building locations within the agency's jurisdiction:



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B. Darwin Hall



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16. Technology High School*****

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- E. Nichols Hall
- F. Carson Hall
- G. Art Complex

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H. Physical Education & Kinesiology Building



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I. Facility Services



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J. Boiler Plant



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K. Athletics Stadium

1. Observatory

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L. Student Union



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M. Commons



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Q. Person Theater

1. Elevator
2. Scene Shop

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R. Environmental Technology Center

S. Parking and Information Booth



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1.4.02 the trainee shall know the following residence locations within the agency's jurisdiction:

- A. Residential Community Buildings
 - 1. Housing Office, Zinfandel Village
 - 2. Residence Life, Verdote Village
 - 3. Marketplace, Zinfandel Village
 - 4. U.S Post Office, Zinfandel Village
 - 5. Residential Dining Hall, Zinfandel Village
 - 6. The Cellars: Ameci's; Special Events, Sauvignon Village
 - 7. Police Services, Verdote Village

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- 8. Residential Meeting Rooms:
 - a. Estate- Zinfandel Dining Hall
 - b. Vineyard-Chardonnay, Zinfandel Village
 - c. Harvest-Reisling, Zinfandel Village
 - d. Carneros- Cabernet Village
 - e. Cooperage-Sauvignon Village
 - f. Beaujolais-Beaujolais Village
 - g. Tuscany-Tuscany Village

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B. Cabernet Village

1. Tokay
2. Gamay
3. Merlot
4. Pinot
5. Muscat

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C. Zinfandel Village

1. Barbera
2. Chardonnay
3. Flora
4. Reisling
5. Semillon
6. Traminer

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D. Verdot Village

1. Sautern
2. Chablis
3. Claret
4. Chenin Blanc
5. Meritage
6. Sangiovese

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E. Sauvignon Village

1. Alicante
2. Burgandy
3. Colombard
4. Fume Blanc
5. Grenache
6. Marsanne
7. Sirah
8. Cooperage
9. Cellars

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F. Beaujolais Village

1. Alsace
2. Bordeaux
3. Classico
4. Loire
5. Madeiros
6. Medoc
7. Beaujolais (meeting room)

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G. Tuscany Village

1. Mosel
2. Piemonte
3. Provence
4. Rhone
5. Rioja
6. Savoie
7. Tentino
8. Tuscany (RLC/Meeting Room)
9. Veneto

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1.4.03 The trainee shall become acquainted with the policies and procedures of the Residential Community. This will include orientation and introductions to key personnel.

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1.4.04 The trainee shall know the names and locations of important types of roadways in the community or assigned area. These shall include:

- A. Campus Perimeter
- B. All Campus Streets
- C. Fire trails or other special access routes
- D. All campus parking lots

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OFF CAMPUS ORIENTATION / GEOGRAPHIC LOCATION: 1.5.00

1.5.01 The trainee shall identify the location (for a map from the internet go to <http://www.mapquest.com/> and enter to/from address') and, general function of each of the following:

- A. Sonoma County Superior Courts 565-**1100**
 - 1. 600 Administration Dr. Rm.109-J Santa Rosa, CA 95407
- B. Sonoma County District Attorney's Office 565-**2311**
 - 1. 600 Administration Dr. Rm.212-J Santa Rosa, CA 95407
 - 2. DA Review In/Out Box
- C. Sonoma County Sheriff's Office 565-**2511**
 - 1. 2796 Ventura Dr. Santa Rosa, CA 95407
 - 2. Jail-Main Adult Detention Facility (MADF) **565-1400**
 - a. Intakes
 - b. Warrants/Hardcopies
 - 3. Coroner's Office-**565-5070**
 - a. 3336 Chanate Rd. Santa Rosa CA, 95407
 - 4. Probation Dept. **565-2149**

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- 5. Search & Rescue-Henry One
- 6. Canine Division
- 7. SWAT

D. Sonoma County Health Department 565-7450

- 1. 3313 Chanate Rd. Santa Rosa, CA 95408

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E. Juvenile Hall & Probation 537-6229

- 1. 133 Pythian Rd. Santa Rosa, CA 95409

F. Redwood Children's Center/Valley of The Moon

- 1. 155 Pythian Rd. Santa Rosa, CA 95409
- 2. Children's Abuse Inv. & SART-MUST call first, refer to call out procedures

G. Dept. of Justice (DOJ) Lab

- 1. 7505 Sonoma Hwy. Santa Rosa, CA 95409

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H. Hospitals:

- 1. Rohnert Park Immediate Medical Care Center **584-0672**
 - a. 1450 Medical Center Dr. Rohnert Park, CA 94928
 - b. Hours of Operation: 0800-2130 m-f /weekends vary
- 2. Petaluma Valley Hospital **778-1111**
 - a. 400 N. Mc Dowell Blvd. Petaluma, CA 94954
 - b. 24-hr Emergency room in the rear of bldg.
- 3. Santa Rosa Memorial Hospital **546-3210**
 - a. 1165 Montgomery Dr. Santa Rosa, CA
 - b. 24-hr Emergency room in the front (right) of bldg.
- 4. Kaiser Hospital **571-4000**
 - a. 401 Bicentennial Way. Santa Rosa, CA 95407
 - b. 24-hr Emergency room
- 5. Sutter (Community) Hospital **576-4000**
 - a. 3325 Chanate Rd. Santa Rosa, CA 95404
 - b. 24-hr Emergency room in the front (right) of bldg.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

- 6. Warrack (Sutter) Hospital – SART **542-9030**
 - a. 2449 Summerfield Rd. Santa Rosa, CA 95403
 - b. Sexual Assault Exams performed here-*refer to call out procedures
- 7. Norton Medical Center, AKA: Oakcrest Mental Eval. Detention Ctr. **565-4980**
 - a. 3322 Chanate Rd. Santa Rosa, CA 95404
 - b. 5150 W&I: 72-hr Holds-*call prior to transport
 - c. Voluntary-call prior to transport

- 8. Orinda Alcoholic Treatment Center **565-7450**
 - a. 2759 Bennett Valley Rd. Santa Rosa, CA 95403
 - b. Those not arrested for 647(f) PC-*Call prior to transport

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- I. Welfare Departments
 - 1. Child Protective Services
 - a. 1747 Copperhill Pkwy Santa Rosa, CA 95407
 - b. 24 hr-response program 565-4304/800-870-7064
 - 2. Adult Protective Services
 - a. PO Box 4059
 - b. 24 hr-response program 565-5940/800-667-0404

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Trainee								
Comments:								Case/Report No.:

- J. Local Police and Fire agencies including:
 - 1. Rohnert Park DPS-**584-2600**

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- a. 500 City Hall Dr. Rohnert Park, CA 94928
- b. Sallyport & Intoxilizer
- 2. Cotati Police Dept. **792-4611**
- 3. Petaluma Police Dept. **778-4372**
- 4. Santa Rosa Police Dept. **543-3550**
- 5. Santa Rosa Jr. College District Police Dept.
- 6. Rancho Adobe Fire District
 - a. Station 1: 11000 Main St. Penngrove CA 94951 **795-6011**
 - b. Station 2: 1 E. Cotati Ave. Cotati CA 49431 **795-5455**
 - c. Station 3: Gold Ridge (West Cotati/North Petaluma)

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- K. State and Federal law enforcement agencies, including:
- 1. California Highway Patrol – CHP RP-**588-1400**
 - a. 6100 Labath Ave. Rohnert Park, CA 94928
 - 2. Department of Motor Vehicles – DMV
 - a. Petaluma Branch – 715 Southpoint Blvd. 800-777-0133
 - b. Santa Rosa Branch – 2570 Corby Ave. 800-777-0133
 - 3. Federal Bureau of Investigations – FBI **542-1952**
 - a. Santa Rosa Branch – 777 Sonoma Ave
 - 4. Postal Inspectors – **415-778-5800**
 - 5. Bureau of Narcotic Enforcement – BNE **415-436-7900**
 - 6. Secret Service **415-744-9026**
 - 7. Immigration and Naturalization Service – INS 800-375-5283
 - 8. Bureau of Alcohol, Tobacco, and Firearms – ATF **415-744-7001**
 - 9. Military Police- Two Rock Coast Guard Station, Tomales CA **765-7215**
 - 10. Alcohol Beverage Control - ABC SR 576-2487
 - a. 50 D Street, Santa Rosa, CA 95404

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ETHICS & DECISION MAKING: 2.0.00

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ETHICS: 2.1.00

2.1.01 The trainee shall identify law enforcement ethical standards (Law Enforcement Code of Ethics, Oath of Honor, and the Code of Conduct) and explain or demonstrate how they apply to ethical decision-making.

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2.1.02 The trainee shall demonstrate the ability to accept responsibility for his/her actions.

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Trainee								
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2.1.03 The trainee shall illustrate, through explanation or example, the following aspects of ethical conduct:

1. An officer shall not engage in any conduct or activities on or off duty that reflect discredit on the officer, bring the department into disrepute, or impair its efficient and effective operation
2. Officers shall conduct themselves in a manner that will foster cooperation among members of the department, showing respect, courtesy, and professionalism in their dealings with one another.
3. Officers shall not use language or engage in acts that demean, harass, or intimidate another. (Refer to agency policy)
4. Officers shall conduct themselves toward the public in a civil and professional manner that implies a service orientation and that will foster public respect and cooperation.

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5. Officers shall treat violators with respect and courtesy, guard against employing an officious or overbearing attitude or language that may belittle, ridicule, or intimidate the individual, or act in a manner that unnecessarily delays the performance of duty.

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6. While recognizing the need to demonstrate authority and control over criminal suspects and prisoners, officers shall adhere to the department's use-of- force policy and shall observe the civil rights and protect the well being of those in their charge.

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2.1.04 The trainee shall recognize his/her responsibility to intervene to stop offenses (unlawful/unethical acts) by other officers in order to maintain or restore professional control over a given situation or to improve the professional quality of future interactions.

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Trainee								
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2.1.05 The trainee shall identify and evaluate methods for handling unethical or criminal conduct on the part of a fellow officer.

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2.1.06 The trainee shall identify and discuss problems associated with some common ethical decisions, including:

- A. Non-enforcement of specific laws by personal choice
- B. Acceptance of gratuities
- C. Misuse of sick time, etc.

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2.1.07 The trainee shall review and explain the General Orders and/or policy and procedures associated with conduct both on and off duty.

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DECISION MAKING: 2.2.00

2.2.08 The trainee shall explain the most common limitations of their discretionary authority, to include:

- A. Law
- B. Departmental policy and procedure
- C. Departmental goals and objectives
- D. Community expectations
- E. Officer safety

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2.2.09 The trainee shall identify the potential consequences of inappropriate discretionary decision making, including:

- A. Death or injury
- B. Additional crime
- C. Civil and vicarious liability
- D. Discipline
- E. Embarrassment to department
- F. Relationship with the community

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2.2.10 Given various scenarios, simulated incidents, or calls for service the trainee shall identify and conclude which of the following are acceptable decisions:

- A. Arrest
- B. Cite and Release
- C. Referral
- D. Verbal warning
- E. No action

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Trainee								
Comments:								Case/Report No.:

USE OF FORCE: 3.0.00

LEGAL AND ETHICAL ISSUES: 3.1.00

3.1.01 The trainee shall review and discuss the legal and ethical considerations pertaining to the use of force, including “reasonable force.”

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3.1.02 The trainee shall explain agency policy, legal ramifications, and civil liabilities attached to both the officer and the agency through the use of physical force or deadly force.

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3.1.03 The trainee shall identify and evaluate situations that justify the use of deadly force and those situations that do not justify such use.

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Trainee								
Comments:								Case/Report No.:

FORCE OPTIONS: 3.2.00

3.2.04 The trainee shall explain what is meant by ‘force options’ and provide examples of each that would fall within legal and moral limits, to minimally include:

- A. Non-verbal/police presence
- B. Verbal (Tactical communication)
- C. Physical (Weaponless)

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Trainee								
Comments:								Case/Report No.:

D. Less lethal weapons, including:

1. **CHEMICAL AGENTS:** The trainee shall explain the regulations governing the use of chemical agents, including the follow-up procedures for persons who have had it applied to them, and the reporting procedures in cases where it is used.
2. **IMPACT WEAPONS**
 - a. The trainee shall know when and how to effectively use the police baton/impact weapon in an authorized manner.
 - b. The trainee shall identify the vital body points and bone edges recognized as baton/impact weapon “target” areas.
 - c. The trainee shall identify those body points that are potentially lethal when struck by a baton/impact weapon.
3. **TASER**
 - a. The trainee shall know when and how to effectively use the Taser in an authorized manner.
 - b. The trainee shall understand the difference between employing the darts and using the Taser for a “drive” stun.
 - c. The trainee shall understand the first aid requirements after deploying the Taser.

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Trainee								
Comments:								Case/Report No.:

E. Deadly Force- The trainee shall explain considerations to be made when determining whether or not to resort to the use of deadly force. These considerations shall minimally include:

1. Type of crime and suspect(s) involved
2. Threat to the lives of innocent persons
3. Law and agency policy
4. Officer’s present capabilities
5. Capabilities of officer’s weapon

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OFFICER SAFETY: 4.0.00

During this phase (2) of the training program, the trainee will start off by observing the FTO in the field until the FTO feels the trainee is ready to take over and start handling calls. In this phase the trainee will begin to learn the department's standards and shift procedures. The trainee will also be responsible for completing all written tests and will begin viewing selected training videos during this phase. The FTO will tell trainee what to study prior to the issuance of each test.

The FTO will demonstrate techniques to help the trainee stay safe while on duty. Physical, mental, and emotional conditioning is all-important for officer survival. The number one priority of this job is safety and to go home at the end of the shift. FTO's and Trainee will discuss the following items and techniques and ask the trainee to demonstrate certain techniques:

CONTACT AND COVER (PRIMARY/BACKUP): 4.1.00

4.1.01 The trainee shall explain and demonstrate contact officer tactics and responsibilities to include:



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4.1.02 The trainee shall explain and demonstrate cover officer tactics and responsibilities to include:



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G. What to watch for:



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4.1.03 The trainee shall discuss the roles of **both** the contact and cover officers during and after a pursuit, felony car stop, or foot chase. These shall include:

A. Radio responsibilities

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Trainee								
Comments:								Case/Report No.:

B. Firearms/Weapons systems

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C. Position to assume after the vehicle or person is stopped

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Comments:								Case/Report No.:

D. Officer-to-officer communication

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4.1.04 The trainee shall effectively and safely discuss and demonstrate the responsibilities of **both** the **contact and cover** officer positions during:

A. Regular calls for service

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Trainee								
Comments:								Case/Report No.:

B. "In-progress" calls

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Comments:								Case/Report No.:

C. Pedestrian stops

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

D. Traffic stops

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Trainee								
Comments:								Case/Report No.:

E. High-speed pursuit, felony stop, and/or foot chase

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Comments:								Case/Report No.:

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F. Disputes; (i.e. domestic, employee, and room mates) to include:

1. Inherent dangers in the home (dorm room) or office
 - a. Searching couches and chairs for weapons
2. Pros/Cons of separating parties (if available option)
3. Different Techniques in dealing with
 - a. Room mates
 - b. Neighbors
 - c. Juveniles
 - d. Families
 - e. Co-Workers

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

BODY ARMOR: 4.2.00

4.2.01 The trainee shall discuss benefits, limitations, and characteristics of protective body armor, including.

- A. Benefits for wearing
- B. Types of body armor
- C. Level of protection against firearms
- D. Level of protection against knives and other penetrating weapons

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Trainee								
Comments:								Case/Report No.:

OFFICER SURVIVAL: 4.3.01

4.3.01 The trainee shall identify and explain the importance of physical, mental, and emotional conditioning in officer survival. These shall minimally include:

- A. Concept of tactical retreat: always have an escape route prior to a confrontation
 1. Pre-planning (mental scenarios)
 2. Reduction of unnecessary risks (stress management, “keeping your cool”)

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B. Mental conditioning

1. Will to live
2. Continue to fight, regardless of odds
3. Mental alertness
4. Self-confidence

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

C. Physical conditioning

1. Agency policy on physical fitness and officer standards is individual officer responsibility
2. Role of good health and nutrition
 - a. Exercise
 - b. Eat Healthy Food
 - c. Minimize tobacco, caffeine, and alcohol use

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D. Weapon retention

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PATROL VEHICLE OPERATIONS: 5.0.00

PATROL VEHICLE INSPECTION: 5.1.00

5.1.01 The trainee shall explain the purposes of a vehicle inspection prior to driving. These shall minimally include:

- A. Prevention of accidents
- B. Promotion of operational efficiency
- C. Reduction of maintenance and repair costs
- D. Location of contraband, evidence, or property

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5.1.02 The trainee shall conduct a pre-shift inspection to point out the location and describe the use of the following:

- A. Front & Rear door locks: Vehicles will be locked at all times while unattended
- B. Trunk and hood release
- C. Firearms/Weapon release systems*
- D. Emergency lights, headlights, spotlights and siren switches
- E. Flares
- F. First aid equipment* refer to department EMT's with further equipment questions
- G. Radio/PA/Scanner
- H. Tire wear/inflation
- I. Jack and handle
- J. Spare tire & Release
- K. Engine fluid compartments and dip sticks
- L. P.A.S Device
- M. Vehicle Exterior-Report fresh damage to supervisor immediately
- N. Vehicle Interior-Keep clean! This includes checking behind the sun visors, in the glove box, and beneath the seats for contraband, evidence, property, or items left from a previous shift
- O. Backseat must be checked at the beginning and end of each shift and clean/wipe down backseat (when used)
- P. Never leave gas below ½ tank and check oil at least once per month

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Trainee								
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5.1.03 The trainee shall explain agency policy regarding requests for vehicle service in the field.

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5.1.04 The trainee shall explain agency policy regarding proper maintenance of the police vehicle. This explanation shall minimally include:

- A. The procedure for regular maintenance and service of patrol vehicles
- B. The procedure for turning in a damaged or mechanically deficient vehicle for repair-Work Orders via dispatch to Customer Services; e-mail to VMO

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Trainee								
Comments:								Case/Report No.:

PATROL VEHICLE OPERATION SAFETY: 5.2.00

5.2.01 The trainee shall review and explain agency policy on approved driving techniques, including:

- A. Backing
- B. Parking
- C. Right-of-way violations
- D. Passing
- E. Excessive speed

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5.2.02 The trainee shall discuss the factors which influence the overall stopping distance of a vehicle, including:

- A. Driver condition
- B. Vehicle condition
- C. Environmental conditions, including road surfaces
- D. Vehicle speed
- E. Reaction time and distance
- F. Braking distance
- G. Knowledge of anti-lock braking systems

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Trainee								
Comments:								Case/Report No.:

5.2.03 The trainee shall complete the University defensive driving course and identify the components of “defensive driving.” These shall include:

- A. Driver attitude
- B. Driver skill
- C. Vehicle capability
- D. Seat belt usage

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

5.2.04 The trainee shall identify driver attitudes that can contribute to the occurrence of traffic accidents, including:

- A. Over-confidence
- B. Impatience (including “road rage”)
- C. Self-righteousness

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

5.2.05 The trainee shall discuss the effects of driver fatigue, including:

- A. Lower visual efficiency
- B. Slower reaction time

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Comments:								Case/Report No.:

5.2.06 The trainee shall drive the vehicle in a safe and alert manner complying with all laws, regulations, and policies.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

EMERGENCY VEHICLE OPERATIONS/PURSUIT: 5.3.00

5.3.01 The trainee shall review and explain the agency's policy concerning pursuits and code-three driving.

- A. During Pursuit & Code-3 driving it is important to point out that the officer is responsible for patrol vehicle misuse. The trainee should always rely on using caution, instead of the patrol vehicles warning devices. It is more important to take a few extra seconds than not arriving at all or;
- B. At times, the officer may only be afforded to drive at a lower speed due to the safety of others.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

5.3.02 The trainee shall identify the Code-3 tactics that should be utilized by the driver of an emergency vehicle while in a pursuit or any other emergency response. These tactics shall minimally include:

- A. Slowing for intersections and stop signs
- B. Careful observation at cross streets
- C. Caution when passing other vehicles
- D. Constant alertness for any unforeseen hazard
- E. Using a well-planned route of travel in emergency response situations
- F. Continually update street, direction and speed

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

5.3.03 The trainee shall discuss those factors to consider in determining whether to continue or abandon a pursuit. These factors shall minimally include:

- A. Amount of other traffic, both vehicular and pedestrian
- B. Road hazards and road conditions
- C. Environmental conditions
- D. Capability and condition of patrol vehicle and driver
- E. Seriousness of the crime(s) in relation to potential likelihood of causing injury to innocent persons or damage to property
- F. Whether vehicle or driver can be identified
- G. Ability to communicate with the Dispatch Center

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

5.3.04 Given a simulated or an actual emergency response or pursuit, the trainee shall demonstrate safe and effective driving practices.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Part IV. Phase II

5.3.05 Have Trainee view “Pursuit Driving” Video

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

VEHICLE OPERATION LIABILITY: 5.4.00

5.4.01 The trainee shall discuss how an officer operating a law enforcement vehicle under non-emergency conditions is subject to the same "rules of the road" as any other driver.

Reference: 21052 VC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

5.4.02 The trainee shall explain the situations in which the driver of an authorized emergency vehicle is exempt from the Vehicle Code provisions listed in Section 21055, including:

- A. Responding to an emergency call
- B. Engaged in a rescue operation
- C. In pursuit of a violator
- D. Responding to a fire alarm

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

5.4.03 The trainee shall explain the exemption requirements of the Vehicle Code regarding the use of red lights and siren, under Sections 21055(b) and 21807.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

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5.4.04 The trainee shall explain the conditions under which he/she or their agency may be held liable for deaths, injury, or property damage which occur while an emergency vehicle is being operated with red lights and siren (Code 3), including:

- A. Failure to drive with due regard for the safety of all persons described in VC Section 21056
- B. When the agency has not adopted a written policy on police pursuits in compliance with VC Section 17004.7
- C. A negligent or wrongful act or omission by an employee of the entity described in VC Section 17001
- D. When not in immediate pursuit of an actual or suspected violator or responding to a bona fide emergency as described in VC Section 17004

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

RADIO COMMUNICATIONS/INFORMATION SYSTEMS 6.0.00

RADIO COMMUNICATIONS 6.1.00

6.1.01 The trainee shall review and briefly summarize agency policy on communications control and coordination and radio call numbers.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

6.1.02 The trainee shall memorize the phonetic alphabet and agency brevity radio codes, including commonly used Penal Code Section numbers and codes for dispatching emergency vehicles.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

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6.1.03 The trainee shall demonstrate knowledge of agency radio procedures and proficient use of the radio including:

- A. Waiting until the air is clear before pressing the transmit button.
- B. Pressing the transmit button firmly and speaking calmly and clearly into the microphone.
- C. Avoiding over-modulation by speaking moderately into the microphone.
- D. Knowing the meaning of “emergency traffic only” and always saving routine and non-emergency transmissions until the termination of “emergency traffic only” status.
- E. Knowing the call signs, assignments, and beat locations of other units in the area.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

6.1.04 Given a situation in which there is one or more suspect description(s), the trainee shall properly utilize the radio to complete a crime broadcast. This description shall minimally include:

- A. Type of incident and number of suspects
- B. Complete known description of suspect(s), including height, weight, hair color and style, eye color, clothing description, and distinguishing characteristics
- C. Loss (if any), including approximate value and denomination of bills
- D. Weapon(s) used
- E. Vehicle(s) used
- F. Direction(s) of flight

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
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6.1.05 The trainee shall explain the proper use of the police radio and transmissions to maintain control of a vehicle pursuit. Appropriate transmissions shall minimally include:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

6.1.06 Given a situation involving an in-progress assignment, the trainee shall use the police radio to maintain control of the situation. This shall minimally include:

- A. Voice control so as not to escalate the situation
- B. Control of possible escape routes and establishment of perimeter
- C. Control of response of other police units

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

INFORMATION SYSTEMS/TELECOMMUNICATIONS 6.2.00

6.2.01 The trainee shall give examples where inquiries into a law enforcement information system would be necessary. These may include:

- A. To locate information on lost, stolen, or recovered property (including vehicles)
- B. To establish probable cause for a search or an arrest
- C. To verify the validity of a warrant
- D. To verify the validity of a driver’s license, vehicle registration, or occupational license
- E. To determine if a person is wanted
- F. To determine the status of a person on parole or probation
- G. To report or locate a missing person

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

6.2.02 The trainee shall be able to identify the law enforcement information systems used by the agency including:

- A. Automated Property System (APS)
- B. Stolen Vehicle System (SVS)
- C. Wanted Persons System (WPS)
- D. Automated Firearms System (AFS)
- E. Domestic Violence Restraining Order System (DVROS)
- F. Missing Unidentified Person System (MUPS)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

6.2.03 given an incident in which information is required to complete an investigation, the trainee shall demonstrate knowledge of the minimum information requirements for generating a system inquiry related to the following categories:

- A. Wanted persons
- B. Property, vehicles, and firearms
- C. Criminal histories
- D. DMV information
- E. Miscellaneous information

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

6.2.04 The trainee shall identify inappropriate use(s) of law enforcement information systems according to agency policy and law.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

6.2.05 The Trainee shall complete 24 hours of in-service training with designated Dispatch personnel.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

6.2.06 The trainee shall complete the CLETS “Less Than Full Access” operators test.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

COMMUNITY RELATIONS & PROFESSIONAL DEMEANOR: 7.0.00

A large part of police work deals with people. During a patrol shift you may have to deal with people who are experiencing hardships in their lives and are looking for a scapegoat to vent their frustrations. You may be that scapegoat. It is up to you to use your interpersonal skills, experiences and communication skills to be successful with these contacts.

COMMUNITY RELATIONS AND SERVICE: 7.1.00

7.1.01 The trainee shall explain the agency's responsibilities to community service.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

7.1.02 The trainee shall identify roles encompassed in the agency's responsibilities to provide community service. Those roles may include:

- A. Protect life and property
- B. Maintain order
- C. Crime prevention
- D. Public education
- E. Delivery of service
- F. Enforcement of law(s)
- G. Community partnerships, such as:

1. COPS-Community Oriented Policing Strategies

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

CRIME PREVENTION: 7.2.00

7.2.01 The trainee shall demonstrate the knowledge and skills necessary to gain citizen support and participation in the prevention of crime.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

7.2.02 The trainee shall give examples of general forms of crime prevention, including:

- A. Advice concerning mechanical devices (alarms, locks, and target hardening)
- B. Control of conditions (lighting, access, and architecture)
- C. Public awareness
- D. Property identification
- E. Neighborhood watch programs

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

COMMUNITY/PROBLEM-ORIENTED POLICING 7.3.00

7.3.01 The trainee shall review and explain the agency's concept of community/problem-oriented policing as it relates to community priorities and needs, focusing on specific violations, crimes, or circumstances.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

7.3.02 The trainee shall explain the crime triangle (offender, victim, and location).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

7.3.03 The trainee shall describe the advantages of working with the community to find solutions to problems related to community safety and quality of life issues.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
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7.3.04 The trainee shall demonstrate leadership by becoming a facilitator who assists and motivates the community to develop solutions to their problems.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

7.3.05 The trainee shall explain the agency’s problem-solving model (e.g. SARA) and be able to:

- A. Learn the service needs and demands in their patrol area.
- B. Devise ways to manage information gleaned from various community sources.
- C. Learn how to identify crime and disorder problems **and** distinguish them from incidents.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

7.3.06 The Structure of SSU Police Services, COPPS:

- A. Community Familiarity, AKA “Zones”
 - 1. Population
 - 2. Geographic
 - 3. Identify needs & priorities

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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B. Zones-area assignments given to individual COPPS officers

- 1. Zone 1=University Buildings
- 2. Zones 2-7=Residential Buildings

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Trainee								
Comments:								Case/Report No.:

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C. Know the trouble spots & recent criminal activities in the assigned zones

1. Bike Thefts
2. Petty/Grand Thefts
3. Auto Thefts/Tampering
4. Residential/Commercial Burglaries
5. Alcohol & Drug Violations

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

D. COPS officer's assignments:

1. Monthly activity log, turned in to COPS Sergeant
2. Develop a semester project, i.e.:
 - a. Crime prevention seminar
 - b. Bicycle Registration tabling
 - c. Group talks with CSA/RLC and their residents
3. Develop daily personal contacts with the SSU community members

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

PROFESSIONAL DEMEANOR AND COMMUNICATIONS: 7.4.00

7.4.01 The trainee shall identify the basic principles of a profession and discuss the professional aspects of law enforcement.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

7.4.02 The trainee shall explain the various methods by which citizens evaluate law enforcement agencies and their officers.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

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7.4.03 The trainee shall identify verbal factors which could contribute to a negative response from the public, including:

- A. Profanity
- B. Derogatory language
- C. Ethnically offensive terminology

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

7.4.04 The trainee shall identify non-verbal factors which could contribute to a negative response from the public, including:

- A. Officious and disrespectful attitude
- B. Improper use of body language
- C. Improper cultural response

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

7.4.05 The trainee shall discuss why it may be beneficial to explain the reasons for actions taken, to inquiring citizens.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

7.4.06 The trainee shall conduct telephone conversations in a professional manner.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

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7.4.07 The trainee shall demonstrate the ability to communicate with any segment of the public in such a way as to enhance police service and community attitudes toward the police. This can be demonstrated through:

- A. Community contacts
- B. Business contacts
- C. Community involvement
- D. Positive role modeling
- E. Mentoring

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

CULTURAL DIVERSITY: 7.5.00

7.5.01 The trainee shall explain how the culture of the community can have an affect on the community's relationship with his/her agency.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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7.5.02 The trainee shall identify cultural motivations and biases that may affect professional ethics and the law.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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7.5.03 The trainee shall assess and explain ways in which he/she can increase the trust of the community he/she serves.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
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RACIAL PROFILING: 7.6.00

7.6.01 The trainee shall distinguish that effective police work profiles behavior rather than race.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

7.6.02 The trainee shall recognize that 13519.4 PC states, “a law enforcement officer shall not engage in racial profiling,” and that it applies to all protected classes including gender and religion.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

7.6.03 The trainee shall explain the 4th and 14th amendments of the US Constitution and how they define law enforcement activities that pertain to racial profiling.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

7.6.04 The trainee shall discuss how the history of the community can have an affect on the community’s relationship with his/her agency.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Comments:								Case/Report No.:

7.6.05 The trainee shall be able to summarize and apply the agency’s policy regarding racial profiling.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

CALIFORNIA CODES AND LAW: 8.0.00

The FTO and trainee will discuss terminology used in criminal law, elements of specific crimes, the code sections of the crimes, proper procedures for certain crimes, of the State of California and from the United States Constitution with the Trainee.

SPECIFIED CODES AND LAWS: 8.1.00

8.1.01 Elements of Crimes:

- A. Any act or omission
- B. By a person
- C. In violation of statutory law
- D. For which there is a punishment

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

8.1.02 Persons legally incapable of committing a crime (26 PC)

- A. Children under 14
- B. Idiots
- C. Lack of criminal intent due to ignorance/mistake of fact
- D. Person not conscious
- E. Lack of criminal intent due to accident/misfortune
- F. Acts committed under threat or life in danger

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

8.1.03 The trainee will submit written definitions for the following terminology:

- A. Accessory (32 P.C.)
- B. Accomplice
- C. Criminal Negligence
- D. Corpus Delicti
- E. Entrapment
- F. Implied intent
- G. Principal (31 P.C)
- H. Specific Intent
- I. Transferred Intent
- J. Miranda Advisement

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

8.1.04 The trainee will submit brief written definitions by code #, elements and penalty for the following:

- A. Obstruction of justice
- B. Homicide
- C. Robbery
- D. Assaults
- E. Criminal Threats (formerly Terrorist Threats)
- F. Stalking
- G. Restraining Order violations
- H. Cruelty to Animals
- I. Crimes against Children
- J. Sex Crimes
- K. Disturbing the peace
- L. Burglary
- M. Trespassing
- N. Arson
- O. Vandalism
- P. Theft, (Including Identity Theft)
- Q. Forgery & Check Offenses
- R. Disorderly Conduct
- S. Control & use of dangerous weapons
- T. Use, Possession and Sales of dangerous drugs
- U. Receiving or possession of stolen property-including altered serial numbers
- V. 25662(a) & (b) B&P
- W. 25602(a) B&P
- X. 25602.1 B&P
- Y. 25630 B&P
- Z. 25658 B&P

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

PROBABLE CAUSE: 8.2.00

8.2.01 The trainee shall identify and explain the following elements of “reasonable suspicion” as those required to lawfully stop, detain, or investigate a person:

- A. Specific and articulable facts
- B. Crime related activity that has occurred, is occurring, or is about to occur
- C. Involvement by the person to be detained in a crime-related activity

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

8.2.02 The trainee shall recognize and explain the police officer’s right to search a person when probable cause to arrest exists.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

8.2.03 Given various scenarios, simulated incidents, or calls for service depicting instances where probable cause for police action may or may not exist, the trainee shall recognize its presence or absence and explain the reasons behind that decision.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

LAWS OF ARREST: 8.3.00

8.3.01 The trainee shall explain a peace officer’s authority to make an arrest.

Reference: 836 PC; 40300.5 through 40302

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Part IV. Phase II

8.3.02 The trainee shall explain the various requirements related to arrests, to minimally include:

- A. Time of day or night that an arrest may be made
- B. The information the person arrested must be provided and at what time it must be provided
- C. What must be done with the person arrested

Reference: 840 PC; 841 PC; 825 PC; 848 PC; 849 PC; 851.5 PC; 853.5 PC; 853.6 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

8.3.03 The trainee shall explain the requirements placed upon a private person making the arrest of another and be able to determine if the “private persons” arrest is legal. *Reference: 837 PC; 847 PC*

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

8.3.04 The trainee shall explain the requirements for advising a person of his/her Miranda rights.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

8.3.05 The trainee shall explain the requirements regarding gaining admittance into a location to make an arrest.

Reference: 844 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

8.3.06 The trainee shall explain the amount of force that may be used when affecting an arrest.

Reference: 835 PC; 843 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

8.3.07 The trainee shall explain the term “reasonable” as it applies to the use of force.

Reference: 835 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

8.3.08 The trainee shall review and explain California law and department policy concerning the use of physical force and deadly force.

Reference: 835a PC; 196 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

8.3.09 The trainee shall explain instances where he/she is not civilly liable for false imprisonment arising out of an arrest.

Reference: 142(c) PC; 836.5 PC; 847 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

8.3.10 The trainee shall explain situations where legal exceptions to an arrest might exist, including:

- A. Diplomatic immunity (22 U.S. Const. 252)
- B. Stale misdemeanor rule (Hill v. Levy, 117 CA 2nd, 667) (Roynin v. Battin, 55 CA 2nd 861)
- C. Congressional exceptions (Art. 1, Section 6, US Const.) (Art. 4, Section 2, Cal. Const.)

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Trainee								
Comments:								Case/Report No.:

JUVENILE LAW AND PROCEDURE: 8.4.00

8.4.01 The trainee shall explain applicable laws pertaining to the investigation of juvenile offenses and to the apprehension and detention of juvenile offenders. These shall minimally include:

- A. Miranda advisement
- B. 300 W&I; 305 W&I; 601 W&I; 602 W&I; 625 W&I; 627 W&I; 707 W&I; and any additional local ordinances/curfews
- C. Laws pertaining to schools, including 626 PC sections and Ed. Code sections 48906, 48260-66, etc. & RPDPS Truancy “Stop & Cite” Policy
- D. Secure/Non-secure detention of juveniles (206 W&I; 207 W&I; 207.1 W&I; and 207.2 W&I)
- E. Adults/Minors transported/detained separately
- F. Parent refusal to take custody of minor: Valley of the Moon Children’s Home

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Trainee								
Comments:								Case/Report No.:

ADDITIONAL LAWS 8.5.00

8.5.01 The trainee shall recognize violations of the Alcoholic Beverage Control Act and, given a copy of that act, will locate the applicable sections including those prohibiting:

- A. After-hours sale/consumption of alcoholic beverages on licensed premises
- B. Selling/providing alcoholic liquor to any person under the age of 21 years
- C. Selling/providing alcoholic liquor to a person who is visibly intoxicated

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

Part IV. Phase II

8.5.02 The trainee shall review and explain the laws regarding parole and probation violations, searches, and holds including:

- A. 3056 PC
- B. 1203.2 PC
- C. Send contact messages to PO via dispatch
- D. Parole searches: No 4th amendments rights, subject to search at all times
- E. Probation searches: Check conditions of their probation, get consent

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

8.5.03 The trainee shall recognize violations of local ordinances and, given reference text, will locate the applicable sections.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

8.5.04 The trainee shall recognize the basic rights of all persons as granted by the United States Constitution and shall at all times adhere to those rights granted by the following amendments:

- A. First – Freedom of religion, speech, press, and public assembly
- B. Fourth – Search and seizure only by warrant or good cause
- C. Fifth – Right to trial; no double jeopardy; no self incrimination; no punishment without due process; and no confiscation without compensation
- D. Sixth – Right to a speedy trial
- E. Eighth – Excessive bail prohibited
- F. Fourteenth – Civil rights (see 18 USC, 242 – Color of law/authority)

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F.T.O.								
Trainee								
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Part IV. Phase II

8.5.05 The trainee shall review, explain, and/or give examples of any new/revised state legislative mandates.

*Reference: POST Legislative Update Telecourses and CD ROMS***

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

8.5.06 The Trainee shall recognize the following laws as it relates to the authority to remove disruptive persons from the campus community:

- A. 626.4 PC: Withdrawal of consent for person to remain on campus...whenever there is reasonable cause to believe that such person has willfully disrupted the orderly operation of such campus or facility. This section applies to the disruptive student or employee of said University and withdrawal of consent shall be no longer than 14 days.

- B. 626.6 PC: Power to direct person to leave campus...whenever there is reasonable cause to believe that such person is committing any act likely to interfere with the peaceful conduct of the activities of the campus or facility, or has entered the campus for the purpose of committing any such act. This section applies to the disruptive non-students/employees and withdrawal of consent shall be no longer than 7 days.

- C. 626.7 PC: Failure to obey direction to leave campus or re-entry after direction to leave. This is a misdemeanor violation and subject to arrest.

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Trainee								
Comments:								Case/Report No.:

8.5.07 The Trainee shall have working knowledge of Title 5; violations of the Student Code of Conduct and discipline process

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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Part IV. Phase II

8.5.08 The Trainee shall provide a brief written definition (elements and penalty) for Title 18-USC sections 241 and 242 and Title 42-USC section 1983.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

LEADERSHIP: 10.0.00

During this phase of training, the trainee should exhibit knowledge of the material covered in phases 1 and 2. During phase 3, the trainee will begin solo status and will actively take all calls for service. It will also cover more technical aspects of Police Procedures. The trainee will make as many traffic stops as possible **while keeping a balanced patrol** during phase 3. Report writing, issuing traffic and parking tickets will also be assumed by the trainee.

LEADERSHIP: 10.1.00

10.1.01 The trainee shall identify and develop effective leadership strategies that provide purpose, direction, and motivation to co-workers and community members.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

10.1.02 The trainee shall illustrate through explanation or example how each of the following leadership competencies can affect his/her skills and abilities as an officer:

- A. Integrity
- B. Credibility
- C. Trust
- D. Discretion
- E. Duty
- F. Loyalty
- G. Honesty

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

10.1.03 The trainee shall assess and explain his/her leadership role within the department with clear consideration of the organization’s vision, mission, and values statement.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

SEARCH AND SEIZURE: 11.0.00

SEARCH CONCEPTS: 11.1.00

11.1.01 The trainee shall review and explain the following terms relative to searches:

- A. Consent
- B. Scope of searches
- C. Contemporaneous
- D. Probable cause
- E. Instrumentalities of a crime
- F. Contraband
- G. Knock and notice
- H. Container search doctrine

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

11.1.02 The trainee shall recognize and explain the circumstances under which the following types of legally authorized searches may be made. These circumstances shall minimally include:

- A. Pat searches for weapons
- B. Consent searches
- C. Probable cause searches
- D. A search warrant
- E. Plain sight
- F. Incident to arrest (standing, kneeling, prone)
- G. Exigent circumstances
- H. Strip search
- I. Body cavity search
- J. Probation/parole search

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

11.1.03 The trainee shall identify those items for which an officer may legally search. These items shall minimally include:

- A. Dangerous weapons
- B. Fruits of the crime
- C. Instruments of the crime
- D. Contraband
- E. Suspects
- F. Additional victims

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

11.1.04 The trainee shall discuss the limits of searches when conducted with persons, vehicles, and buildings including:

- A. Protective sweeps
- B. Closed containers
- C. Inventory searches

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

11.1.05 The trainee shall explain the “exclusionary rule” and its effect upon police action and procedures including:

- A. Court filings
- B. Prosecution of suspects

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

11.1.06 The trainee shall explain common principles of the search of an individual. These principles shall minimally include:

- A. Constant alertness
- B. Maintain control and position of advantage (contact & cover)
- C. Thoroughness of the search
- D. Safeguarding weapons

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

11.1.07 The trainee shall identify those places on the person of both males and females where dangerous weapons or contraband may be concealed.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

11.1.07 The trainee shall safely and effectively conduct the following searches:

- A. "Pat-Down" search of one or more persons
- B. "Field" search (either: standing, kneeling or prone) of one or more persons

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

11.1.09 The trainee shall safely and effectively explain and demonstrate the responsibilities of the back up officer during a person(s) search. The responsibilities should minimally include:

- A. Protecting the searching officer from outside interference and from those being searched.
- B. Assisting in control of the person(s) being searched, as needed.
- C. Continuous observation of the person(s)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

11.1.10 The trainee shall explain and effectively demonstrate how vehicle searches may be conducted:

- A. When they are conducted
 - 1. Consent
 - 2. “Terry” searches of persons for weapons
 - 3. “Bright Line” searches
- B. What areas can and should be searched in different situations
- C. Use a systematic method
- D. Call for specialized (K-9) units if necessary
 - 1. Drugs
 - 2. Bombs, Weapons of Mass Destruction, etc.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

SEIZURE CONCEPTS: 11.2.00

11.2.01 The trainee shall review and explain the concept of lawful evidence seizure, including instances where force may be justified, such as:

- A. Preventing a suspect from swallowing evidence
- B. Inducing a suspect to vomit
- C. Extracting blood evidence from a suspect
- D. Extracting fingerprint evidence from a suspect

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

WARRANTS: 11.3.00

11.3.01 The trainee shall explain the laws and procedures for obtaining search or arrest warrants, to minimally include:

- A. Probable cause necessity
- B. Allowable exclusions (including hot pursuit and emergency situations)
- C. Process for obtaining warrants during and after business hours

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

11.3.02 The trainee shall describe the process for serving search and arrest warrants, including:

- A. Hours of service for felony arrest warrants
- B. Hours of service for misdemeanor arrest warrants
- C. Hours of service for search warrants
- D. Knock and notice for search warrants and exceptions to
- E. "Signing off" warrants/return

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

11.3.03 Given an incident and necessary probable cause that calls for a search or arrest warrant, the trainee shall follow agency procedures for obtaining and serving the appropriate warrant(s).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

REPORT WRITING: 12.0.00

During phase (3) the trainee will write a minimum of two "mock" reports in addition to reports stemming from calls for service. It is the FTO's goal to have the trainee writing reports that are timely and need minimal to zero corrections. Accuracy and neatness are paramount.

FIELD NOTES AND NOTEBOOK: 12.1.01

12.1.01 The trainee shall identify the types of information that may/should be entered into his/her field notes or notebook. This information may include:

- A. Date, day, time, vehicle number
- B. Name of partner or supervisor
- C. Type of incident
- D. Pertinent information
- E. Names of suspects, victims, witnesses, and reporting persons

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

12.1.02 The trainee shall recognize that the contents of field notes and notebooks are discoverable in a court proceeding.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.03 The trainee shall explain the necessity for field notes. The explanation shall minimally include:

- A. Reference for future investigation
- B. Reference for future court appearance
- C. Beat or area information

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.04 Given an incident, the trainee shall properly use field notes or a notebook to record pertinent information.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.05 The trainee shall exhibit an appropriate knowledge of the flow of completed reports and the relative importance of the information that they contain.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.06 The trainee shall give the location of the report depository.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

12.1.07 The trainee shall describe the function for the records unit in the reporting process.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.08 The trainee shall describe the functions of the investigative unit(s) and the District Attorney’s Office in the reporting process.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.09 The trainee shall discuss the importance of police reports, including these uses:

- A. Recording facts to a permanent record
- B. Providing coordination of follow-up activities
- C. Providing investigative leads
- D. Providing statistical data
- E. Providing a source for trainee evaluation
- F. Providing reference material

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

12.1.10 The trainee shall explain the qualities of a good police report. These shall include:

- A. Accuracy
- B. Brevity
- C. Completeness
- D. Clarity
- E. Legibility/Neatness
- F. Objectivity
- G. Grammatical and structural correctness
- H. Timely
- I. First person/active voice/past tense

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.11 The trainee shall include in the construction of a report the following

- A. Face Sheet
- B. Organizing facts in chronological order
- C. Relating facts in appropriate sentence form
- D. Correctly filing in all appropriate boxes
- E. Document all additional persons
- F. Include all the elements of the crime, and any/all additional crimes
- G. Include complete statements from victims/suspects/witness etc.
- H. List all evidence and associated property
- I. Document all investigative steps taken
- J. Provide coordination for follow up activities
- K. Include a case disposition

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.12 The trainee shall identify the proper report forms to be utilized in given situations (i.e. missing persons, DUI, found property, etc).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

12.1.13 Following the completion of a preliminary investigation of a “cold” crime, the trainee shall record all pertinent information in correct format on the proper report form.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.14 Given an incident in which an arrest is made, the trainee shall demonstrate the ability to satisfactorily complete all the appropriate police reports involved, to minimally include:

- A. The elements constituting the offense
- B. A complete documentation of reasonable/probable cause to arrest
- C. A complete description of all physical evidence, where it was found, and its disposition
- D. A complete listing of all suspects, including whether or not they are in custody.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

12.1.15 The trainee shall be trained to use RIMS to complete each of the following reports prior to the end of training. If actual incidences do not occur, mock reports from scenarios will suffice. Trainee can refer to “Sample Department Forms in Trainee Manual.

- A. Traffic Collision-Property Damage Only-(PDO:11-82)
- B. Traffic Collision-Complete Investigation-(>\$700.00 or injuries)
- C. Drunk Driver-In Custody-23152a/b CVC
- D. Drunk Driver-Cited to Responsible Party-23152a/b
- E. Drunk Driver-Zero Tolerance, but less than .08%-23136 CVC
- F. Vehicle tow for impound or storage.
- G. Stolen Vehicle-10851 CVC
- H. Suspended License-14601
- I. Thefts: 1 Grand; 1 Petty; 1 Identity-487, 488, 530.5 PC
- J. Burglary-459 PC
- K. Sexual Assault-261, 261.5, 243.4, 286, 288a, 289 PC
- L. Weapons* (either general, or campus specific)-12020, 626.9, 626.10 PC
- M. Possession of Marijuana (and/or other controlled substance)-11357 H&S
- N. Minor in Possession of Alcohol-25662 B&P
- O. Removing persons from campus-626.4, 626.6 PC
- P. Defrauding an Innkeeper-537(a) PC
- Q. Forgery/Fraudulent Documents-470 PC
- R. Worthless/Fraudulent Checks-476a PC
- S. Medical Aid-Non University property involved
- T. Medical Aid-University property involved-STD 268

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

12.1.16 The trainee will complete appropriate warning/citations for parking violations.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

12.1.17 The trainee will complete appropriate moving violation citations, including (1) 12500 CVC or 14601 FTA.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

PATROL PROCEDURES (1): 13.0.00

POLICE PATROL TECHNIQUES: 13.1.00

13.1.01 The trainee shall explain the principle types of police patrol (preventative, directed enforcement, etc.) and their respective impacts on community relations.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.1.02 The trainee shall review and explain basic preventative patrol methods utilized by an officer:

- A. Frequent checks and contacts with business premises
- B. Frequent checks of suspicious persons
- C. Fluctuating patrol patterns
- D. Maintenance of visibility and personal contact
- E. Daily individual patrol and community action plan

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.1.03 The trainee shall discuss the advantage(s) of foot patrol and bicycle patrol, including:

- A. Increased personal contact between police and citizens
- B. Increased observation ability
- C. Increased ability to gather information

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

13.1.04 The trainee shall discuss the advantage(s) of motorized patrol, including:

- A. Increased speed and mobility
- B. Increased conspicuousness
- C. Availability of additional equipment
- D. Increased transportation capability
- E. Decreased response time
- F. Communications

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.1.05 The trainee shall explain the importance of positive daily personal contact with citizens.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

OBSERVATION SKILLS: 13.2.00

13.2.01 The trainee shall identify methods by which perception skills may be improved and demonstrate the ability to describe scene activity, persons, and vehicles with acceptable accuracy.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

***PREVENTING AND DETECTING CRIME: 13.3.00**

13.3.01 The trainee shall explain and demonstrate techniques and procedures that improve a patrol officer's capabilities in preventing and detecting crime.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

13.3.02 The trainee shall identify factors to be considered in becoming familiar with the community:

- A. General population information
- B. Appropriate geographic information
- C. Recent criminal activity
- D. Specific factors that may influence patrol functions (i.e., location of emergency hospitals, high-crime areas, community habits, etc.)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.3.03 The trainee shall explain and demonstrate how to prepare for a normal patrol shift:

- A. Gathering information through crime reports and briefings
- B. Gathering needed materials (i.e., report forms, citation books, etc.)
- C. Obtaining and checking equipment
- D. Planning work around identified priorities
- E. Preparing daily patrol and community action plan

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.3.04 The trainee shall identify those locations and/or situations that exist in a “patrol area” that warrant frequent checks.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

13.3.05 The trainee shall explain and demonstrate what an officer on nighttime patrol should be looking for:

- A. Broken glass
- B. Open doors and windows
- C. Pry marks
- D. Suspicious vehicles
- E. Persons on foot
- F. Differences in normal lighting (on or off)
- G. Unusual sounds
- H. Access to rooftop or upper floors

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.3.06 The trainee shall identify ways to determine if a parked vehicle has been recently operated.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.3.07 The trainee shall describe and/or demonstrate how to conduct surveillance, including:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.3.08 The trainee shall be able to locate the vehicle identification number (VIN) of various vehicles (i.e., auto, trucks, trailers, motorcycles, and bicycles)

Part IV. Phase 3

ADDITIONAL PATROL SAFETY: 13.4.00

13.4.01 The trainee shall explain and/or demonstrate how to react when encountering a plain-clothes officer in the field:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.4.02 The trainee shall explain and/or demonstrate how to react to uniformed officers if the trainee makes a plain-clothes or off-duty arrest.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.4.03 The trainee shall explain and/or demonstrate ways to avoid the hazards of “silhouetting.”

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.4.04 The trainee shall explain and/or demonstrate how to avoid making telltale “police noises,” such as:

- A. Vehicle(s)
- B. Radio noises
- C. Key and whistle noises

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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13.4.05 The trainee shall explain the importance of always keeping a subject’s hands in view.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.4.06 The trainee shall explain and/or demonstrate safe and effective tactics for initiating a foot pursuit of a fleeing suspect.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.4.07 The trainee shall review and explain department policies on mutual aid and jurisdiction, including:

- A. Use of official vehicles outside the agency’s jurisdiction
- B. Responding to calls for assistance outside the agency’s jurisdiction
- C. Assisting other agencies with arrests within agency jurisdiction

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

PEDESTRIAN STOPS: 13.5.00

13.5.01 The trainee shall explain the concepts of consensual encounter and probable and reasonable cause to stop and detain.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

13.5.02 The trainee shall explain the circumstances of making a lawful pedestrian stop. This explanation shall minimally include:

- A. The existence of suspicious activity
- B. The time of day or night
- C. Reasonable suspicion to believe that the person being stopped may be involved in criminal activity.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.5.03 The trainee shall identify and discuss those tactical variables to consider when encountering a person on foot. The discussion shall minimally include determining:

- A. Whether or not to stop the person
- B. When and where to stop the person
- C. Methods to utilize in stopping the person (approach on foot vs. in the vehicle)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.5.04 The trainee shall describe and demonstrate positions that one or two officers can take while interviewing one or more suspicious persons to minimize the possibility of attack.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.5.05 The trainee shall properly and completely enter the field interview information on the RIMS incident report.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

13.5.06 The trainee shall explain the role and use of CLETS in determining a person's wanted status.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.5.07 Given a situation involving one or more suspicious persons on foot, the trainee shall, having assessed sufficient probable cause, safely and effectively approach, contact, interview, and complete a field interview (FI) report or make any other proper disposition of the person(s).

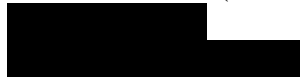
	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

SEARCHING PERSONS: 13.6.00

13.6.01 The trainee shall identify and explain the basic degrees of searches of person(s).

These shall minimally include:

- A. Visual/cursory search
- B. Pat-down search
- C. Field search (standing, kneeling, prone)



Reference: 4030 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

13.6.06 The trainee shall explain the responsibilities of the back- up officer during a person(s) search. The responsibilities should minimally include:

- A. Protecting the searching officer from outside interference and from those being searched
- B. Assisting in control of the person(s) being searched, as needed
- C. Continuous observation of the person(s) being searched

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.6.07 The trainee shall safely and effectively serve as a back-up officer while another officer conducts a search of one or more suspect(s).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

VEHICLE STOPS: 13.7.00

13.7.01 The trainee shall explain various types of vehicle stops to minimally include:

- A. Traffic violations
- B. Investigative
- C. High risk

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.02 The trainee shall identify and discuss the following elements to be considered when selecting the proper location for a vehicle stop:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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13.7.03 The trainee shall explain the advantages of recording the license number and description of the vehicle prior to the stop.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.04 The trainee shall demonstrate the proper distance from which the stop of another vehicle should be initiated. The distance should be:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.05 The trainee shall identify techniques for gaining the attention of the driver when making a vehicle stop. Techniques shall minimally include:

- A. Use of emergency lights
- B. Use of headlights
- C. Use of horn
- D. Use of siren
- E. Use of hand signals
- F. Use of public address system
- G. Proper use of spotlight to include:
 - 1. Not blinding the driver while the vehicle is moving
 - 2. Illuminating the interior of the stopped vehicle
 - 3. Focusing on the rear and side mirrors to blind the occupants of the officer's approach

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.06 The trainee shall identify the inherent hazards involved when an officer conducts a vehicle stop. These hazards shall minimally relate to the:

- A. Location of the stop
- B. Reason for the stop

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- C. Officer's approach
- D. Position the officer takes
- E. Contact with the violator
- F. Visibility

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.07 The trainee shall identify the consequences of failing to closely watch the movements of the occupants of a vehicle prior to, during, and after the stop. These minimally include:

- A. Attack from suspects
- B. Destruction or concealment of evidence
- C. Escape of occupants

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.08 The trainee shall explain the advantages, disadvantages, and legal aspects of directing the occupants to remain in or to exit the vehicle during a stop.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.09 The trainee shall explain and/or safely demonstrate how to safely stop and approach vehicles other than automobiles:

- A. Motorcycles and bicycles
- B. Campers and vans
- C. Buses
- D. Trucks

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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13.7.10 The trainee shall identify common violator reactions and shall discuss techniques for acceptably dealing with those reactions, which may include:

- A. Embarrassment
- B. Anger
- C. Fear
- D. Rationalization or excuse for violation
- E. Refusal to sign citation

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

13.7.11 The trainee shall explain why an officer should not argue with a violator.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.12 The trainee shall explain discretion in a car stop situation by giving examples of traffic situations in which an officer feels that a warning would be more beneficial.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.13 The trainee shall explain the advantages of the following procedures:

- A. Obtaining the violator’s driver’s license, vehicle registration, and proof of insurance as soon as possible after the stop is made
- B. Not accepting the violator’s wallet in response to a request for a driver’s license
- C. Checking the validity and authenticity of a driver’s license (including picture) and vehicle registration
- D. Checking the signature of the violator on the citation
- E. Issuing the proper copy of the citation to the violator

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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13.7.14 The trainee shall recognize that the required signature of a motorist on a citation is not an admission of guilt but a promise to appear (PTA).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.7.15 Given an incident involving a traffic violation, the trainee shall safely and effectively conduct a traffic stop and assess whether to issue a citation or warning in a manner that promotes a positive police image.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

FELONY/HIGH-RISK VEHICLE STOPS: 13.8.00

13.8.01 The trainee shall identify and discuss the important considerations taken when about to make a felony/high-risk vehicle stop. These elements shall minimally include:

- A. Seriousness of the crime(s)
- B. Availability of back-up
- C. Location at which to make the stop
- D. Tactics to be used after making the stop
- E. Number of suspects involved

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.8.02 The trainee shall discuss the proper positioning of the police vehicle for a felony/high-risk vehicle stop.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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13.8.03 The trainee shall discuss the advantages of verbally ordering the removal of the suspect(s) from the vehicle prior to approaching on foot.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.8.04 The trainee shall explain verbal commands that should be used when removing suspect(s) from a vehicle prior to approaching on foot. These commands shall minimally include having the suspect:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.8.05 The trainee shall discuss the advantages of waiting for additional back-up before approaching the vehicle or the occupants.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.8.06 The trainee shall explain the roles of both the primary and back-up officer(s) before, during, and after the stop. This discussion shall minimally include which officer:

- A. Has the radio responsibilities
- B. Assumes the shotgun responsibilities, if applicable
- C. Communicates to the occupants
- D. Searches the occupants and/or the vehicle

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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13.8.07 Given an incident involving a felony/high-risk vehicle stop, the trainee shall safely stop the vehicle, remove the occupant(s), and place the occupant(s) in a position of



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

SEARCHING VEHICLES:13.9.00

13.9.01 The trainee shall identify and explain principles of a safe and effective search of a vehicle. These principles shall minimally include:

- A. Proper removal and control of occupants
- B. A systematic method of search

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.9.02 Given an incident, the trainee shall safely and effectively conduct a vehicle search.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

SEARCHING BUILDINGS/AREAS:13.10.00

13.10.01 The trainee shall identify and explain the principles of a safe and effective search of a building that may contain a suspect. These principles shall minimally include:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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13.10.02 Given an incident, the trainee shall safely and effectively conduct a building/area search.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

HANDLING CRIMES IN PROGRESS:13.11.00

13.11.01 The trainee shall explain agency policy and factors to consider when responding to a crime in progress. These may include:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIATED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.11.02 The trainee shall explain agency policy and procedures to be followed when responding to a prowler call. These may include:



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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

DOMESTIC VIOLENCE: 13.12.00

13.12.01 The trainee shall explain the legal issues and a law enforcement officer’s duties in response to a domestic violence situation to minimally include:

- A. Difference between domestic violence and a domestic dispute
- B. Impact of domestic violence on victims, children, and the batterers
- C. Essential elements of Penal Code Sections 13700 and 13519
- D. Duty to provide maximum protection to the victim from abuse (emergency protective order)
- E. Provide safety to other persons and property
- F. Verification and enforcement of court orders (restraining and stay-away orders)
- G. Responsibility and authority with tenancy issues related to domestic violence
- H. Determine if a crime has been committed and if arrest is mandatory
- I. Completion of appropriate documentation and required reports
- J. Making appropriate victim’s assistance information referrals for medical aid, personal safety, community resources, legal options, and the District Attorney’s Office
- K. The safekeeping of firearms

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.12.02 The trainee shall recognize the inherent dangers to an officer who enters the home of a family involved in a dispute.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.12.03 The trainee shall discuss the advantages and disadvantages of separating parties in a domestic dispute and gathering information from them individually.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.12.04 The trainee shall explain the differences between criminal and civil law that apply during domestic dispute situations.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.12.05 The trainee shall discuss mandatory custody arrest requirements.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.12.06 The trainee shall review and explain the law and procedures relating to enforcement of active restraining orders, stay-away orders, and emergency protective orders.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

13.12.07 Given a domestic dispute or domestic violence incident, the trainee shall be able to assess and handle the situation in a safe and effective manner.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

VICTIMS OF VIOLENT CRIME: 13.13.00

13.13.01 The trainee shall examine and explain the California requirements upon law enforcement officers to notify victims of violent crimes and/or their families of the

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availability of state funds and other assistance (California Government Code Sections 13959-13969). This description shall minimally include:

- A. Who is eligible for such aid
- B. The time limitations upon the victim in filing a claim
- C. Whom to contact

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.13.02 The trainee shall explain the proper handling of cases of child abuse, neglect, or sexual exploitation of children, including:

- A. Initial receipt and evaluation of information
- B. Preliminary investigative procedures
- C. Reporting laws
- D. Follow- up investigative procedures
- E. Referral to additional support agencies (CPS, Social Services, etc.)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.13.03 The trainee shall explain the proper handling of cases of elder abuse, neglect, or sexual or fiduciary exploitation, including:

- A. Initial receipt and evaluation of information
- B. Preliminary investigative procedures
- C. Reporting laws
- D. Follow- up investigative procedures
- E. Referral to additional support agencies (Adult Protective Services, Public Guardian, etc.)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.13.04 The trainee shall identify the authorities and procedures for the confiscation and holding of firearms or other dangerous weapons, including:

- A. 12028.5 PC
- B. 12028.7 PC
- C. 12029 PC

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D. 8102 W & I

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

HATE CRIMES: 13.14.00

13.14.01 The trainee shall recognize indicators of hate-related crimes including:

- A. Anti-religious symbols/slurs
- B. Racial/sexual/ethnic slurs
- C. Racist symbols
- D. Hate group symbols
- E. Anti- gay/lesbian slurs

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.14.02 The trainee shall identify and discuss the possible consequences of hate crimes including:

- A. Psychological effect on victim
- B. Denial of basic constitutional rights
- C. Divisiveness in the community
- D. Potential escalation of violence

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.14.03 The trainee shall identify and explain the legislative mandates and agency policy and procedures related to the enforcement of hate crimes.

Reference: 422.6 PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

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13.14.04 The trainee shall recognize and be able to effectively deal with hate crimes motivated by race, ethnicity, religion, or sexual orientation.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

13.15.00 ADDITIONAL MISCELLANEOUS AND “OFTEN USED” PROCEDURES:

13.15.01 The trainee shall demonstrate how to handle the following types of incidents:

A. Vehicle jumpstarts

1. Complete release of liability card
2. Booster/Cables

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

B. Dorm unlocks

1. Complete at the scene-give white to dispatch, yellow to resident

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

C. Office/Building unlocks

1. Opened only to person that the office belongs to; unless, verbal or written permission is given by that person

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

D. Bicycle Registrations

1. Fill out bicycle registration card, COMPLETELY.
 - a. Hard copy to bike owner
 - b. Soft copy to dispatch or crime prevention officer to enter into BICYCLE registration log.
2. Issue an SSU ID #

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3. Offer engraving and Crime Prevention “Property ID” pamphlet

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

E. Intrusion Alarms

1. Officers will respond to all alarms received on campus and to those off campus via request from outside law enforcement agency
2. Resetting. This will require training with department alarm specialist*
3. Panic Alarms. Two officer response
4. Causes:
 - a. Operator error in entering their alarm code, most common
 - b. “Unknown” Intruder; Heating/Air conditioning units moving plants papers, also common.
 - c. False Intruder, also common as there are persons who are issued keys, but not alarm codes
 - d. Actual Intruder

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

F. Building Evacuation procedures & notifications for fires, bombs, disasters:

1. Evacuate people to a distance of 300 feet.
2. Complete search of building, closing doors that have been checked
3. Re-Entry only after confirmation is made that building is safe.
4. If no supervisor is on duty follow call out procedures with all known information so following notifications can be made when necessary:
 - a. Rancho Adobe Fire Dept.
 - b. So. County Sheriffs Dept.
 - c. Other police agencies, as needed
5. Maintain communications with dispatch
 - a. Via radio or cell or land phone

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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G. Sonoma County Ordinance Violations, cite when appropriate:

1. 19.09 SCC-Drinking in/near parking lot, open lot or sidewalk
2. 19.10 SCC-Public Urination/Defecation
3. 19.11 SCC-Public Nudity
4. 5-40 SCC-Unlicensed Dog
5. 5-114 SCC-Dog at Large (off of leash)
6. 5-119 SCC-Staking (tethered and unattended)
7. 5-123(a)SCC-Dog Nuisance (owner must clean up excrement)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

H. California Code of Regulations-Title 5 campus violations referred to appropriate Vice President for discipline:

1. 41301a-41301t-
2. 42351-Solicitors
3. 42352(a) –Signs/Flyers posting
 - a. Direct persons to Student Union
 - b. Events and Catering

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

I. Miscellaneous Penal Codes specific to educational institutions

1. 626.4-Withdrawn consent to remain on campus for student-14 days
2. 626.6-Withdrawn consent to remain on campus for non-student-7 days
3. 626.9-Possession of a Firearms on campus
4. 626.10-Possession of Illegal Weapons on campus
5. 626.11-Indamissible Evidence

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F.T.O.								
Trainee								
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J. Public Intoxication-647 (f) PC

1. Release to adult
 - a. Fill out acceptance to take responsibility form
3. County jail, 849b if not booking

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

K. Arrest Procedures:

1. Explain custody vs. cite and release
 - a. Felonies, Misdemeanors
 - b. Combative, escape risks,
 - c. Number of Officers on duty
 - d. Cost of booking
2. Arrest Warrants:
 - a. Citable
 - b. No Bail
 - c. Out of County-always confirm w/issuing agency
3. Explain 849b and 849.5
4. Explain Citizen's arrest, with form
5. Explain Local Booking

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Trainee								
Comments:								Case/Report No.:

L. Drug/Alcohol Violations- ZERO criminal tolerance on campus and the CSU system:

1. Most common:
 - a. 25662 B&P-Minor in possession of alcohol
 - b. 11357 H&S-Person in possession of less than 1oz. Marijuana
2. Housing regulations for alcohol:
 - a. Persons 21years and over are allowed to consume alcohol in their dorm room, not allowed outside in public view
 - b. One "open" alcoholic beverage, per 21+ year old
 - c. Must consume alcohol in a room that is 21+ years
 - d. No bulk alcohol, kegs, bong
3. Campus Community, Beer & Wine ONLY. Persons 21+ years in the following approved areas only
 - a. The "Pub"

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- b. Special Events
 - 4. “Don’t Stall CALL” campus campaign
 - a. Administrative action may be taken, no criminal action

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

PATROL PROCEDURES (2) 14.0.00

GANG AWARENESS: 14.1.00

14.1.01 The trainee shall discuss the characteristics of gangs and the importance of recognizing gangs in terms of officer safety and the investigation of criminal activity.

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.1.02 The trainee shall identify types of gangs that represent law enforcement concerns, including:

- A. Street gangs
- B. Motorcycle gangs
- C. Prison gangs
- D. Cult/Ritualistic gangs

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.1.03 The trainee shall discuss primary reasons for gang membership, including:

- A. Peer pressure
- B. Common interest
- C. Protection/Safety

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

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14.1.04 The trainee shall discuss characteristics that are common to most gangs, including:

- A. Cohesiveness
- B. Code of silence
- C. Rivalries
- D. Revenge

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.1.05 The trainee shall identify methods that gangs use to distinguish their members from members of other gangs, including.

- A. Tattoos
- B. Attire and accessories
- C. Use of monikers
- D. Use of hand signs

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.1.06 The trainee shall identify gang graffiti factors significant to law enforcement, including:

- A. Identifying individuals and/or a specific gang
- B. Identifying gang boundaries
- C. Indications of pending and/or past gang conflicts

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

14.1.07 The trainee shall discuss types of criminal activities as those commonly engaged in by gangs, including:

- A. Sale and use of narcotics
- B. Physical violence
- C. Auto theft/burglary from vehicles

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.1.08 The trainee shall explain law enforcement methods used to reduce gang activity, including:

- A. Identification of gang activity
- B. Coordination with allied agencies
- C. Reduction of the opportunity for criminal activities

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

MISSING PERSONS: 14.2.00

14.2.01 The trainee shall review and explain state law (including statutory reporting requirements) and the agency’s policies and procedures for handling missing persons, both adult and juvenile.

Reference: 784.5 PC; 14205(a) PC; 14205(b) PC; 14206(a)(1) PC; 14207 (a)-(c) PC

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.2.02 The trainee shall explain the agency’s policy regarding search procedures for missing persons.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.2.03 The trainee shall explain the reasons for making a thorough search of a “missing” child’s home and nearby area at the outset of the investigation.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.2.04 Given an incident involving a missing person, the trainee shall properly apply the agency's policies and procedures in reporting the situation and, if necessary, initiating search procedures.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

FIRES: 14.3.00

14.3.01 The trainee shall identify the following types of fires and the best methods to deal with each:

- A. Dry combustibles
- B. Flammable liquids
- C. Electrical
- D. Combustible metals

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.3.02 The trainee shall identify and discuss the initial steps to be taken when confronted with a fire in a building. These steps shall minimally include:

- A. Request for fire department
- B. Request for further law enforcement assistance, if necessary
- C. Immediate evacuation of any occupants
- D. Isolation of the immediate area
- E. Establishment of a perimeter for crowd control

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
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14.3.03 The trainee shall identify and discuss the best methods of conducting a safe and effective search for victims in a burning building.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.3.04 The trainee shall recognize signs that indicate a burning building is unsafe to enter.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.3.05 Given a scenario or an actual incident involving fire, the trainee shall perform all the necessary steps to safely and effectively manage the situation.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

HAZARDOUS OCCURRENCES/MAJOR DISASTERS: 14.4.00

14.4.01 The trainee shall review and explain the responsibilities and actions required of an agency whose jurisdiction is the scene of a hazardous material incident, disaster, potential disaster, or chemical spill (including ICS – Incident Command System and OES – Office of Emergency Services).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
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14.4.02 The trainee shall review and explain the agency’s policy on hazardous substances or chemical spills (HAZMAT).

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.4.03 The trainee shall explain responsibilities and considerations of a first responder to a hazardous materials incident, including:

- A. Recognition
- B. Safety/Isolation/Area containment
- C. Notification to proper agencies
- D. Basic first responder limitations

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.4.04 The trainee shall identify and explain the initial responsibilities of the first unit to arrive at a major vehicle accident or other disaster scene. These responsibilities shall minimally include:

- A. Requesting needed assistance and equipment
- B. Providing for emergency medical aid
- C. Undertaking immediate coordination with appropriate outside agencies
- D. Establishing a security perimeter
- E. Establishing ingress and egress corridors
- F. Identifying and admitting only authorized personnel
- G. Dealing with the media

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

14.4.05 The trainee shall discuss procedures to be used when confronted with other unusual or hazardous occurrences. These occurrences shall minimally include:

- A. Electrical wires down
- B. Malfunctioning traffic signals
- C. Hazards on the roadway
- D. Damage to fire hydrants
- E. Gas leaks
- F. Chemical spills

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G. Conditions caused by inclement weather such as fog, snow, ice, flooding, and mud slides

H. Military incidents requiring police intervention

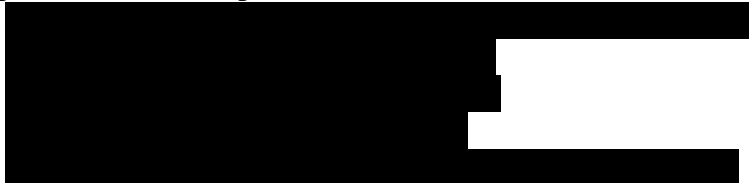
	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

BOMBS/EXPLOSIVE DEVICES: 14.5.00

14.5.01 The trainee shall review and explain the agency's policy and procedures for handling explosives.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.5.02 The trainee shall explain tactical considerations upon arrival at the scene of a suspected or actual explosive device. These considerations shall minimally include:



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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.5.03 Given a simulated or actual disaster, potential disaster, chemical spill, or bomb scene, the trainee shall assess and perform all necessary responsibilities and actions in a safe and effective manner.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

AIRCRAFT CRASHES: 14.6.00

14.6.01 The trainee shall review and explain the agency's policy on aircraft crashes.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.6.02 The trainee shall discuss factors associated with the handling of an aircraft crash, including:

- A. Civilian Aircraft
 - 1. Federal Aviation Agency (FAA) and/or National Transportation Safety Board (NTSB) will investigate.
- B. Military Aircraft
 - 1. Military authorities are in charge
 - 2. There may be dangerous weapons issues
 - 3. There may be classified materials present

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

FIRST AID: 14.7.00

14.7.01 The trainee shall possess the knowledge and skills needed to administer necessary first aid during emergency situations.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.7.02 The trainee shall review and explain the agency's policy on administering first aid.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.7.03 The trainee shall discuss why a law enforcement officer is morally, ethically, and legally (Section 217 Health and Safety Code) required to maintain proficiency in first aid techniques.

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.7.04 The trainee shall explain why the improper application of first aid techniques could conceivably result in civil action against the officer and the agency.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.7.05 Given any emergency situation in which some form of first aid becomes a necessity, the trainee shall properly administer the necessary first aid technique(s) following the summoning of professional emergency assistance.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.7.06 The trainee shall explain the agency’s plan for the management of occupational exposure to blood and airborne pathogens (i.e., AIDS, Hepatitis, TB, etc.)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

SICK, INJURED, OR DECEASED PERSONS: 14.8.00

14.8.01 The trainee shall review and explain department policies concerning providing aid and transportation to sick or injured persons.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
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14.8.02 The trainee shall review and explain California law and department procedures concerning death investigations that must be handled by the medical examiner:

- A. Apparent homicide, suicide, or occurring under suspicious circumstances
- B. Resulting from the use of dangerous or narcotic drugs
- C. The death of any person who is incarcerated in any jail, correctional facility, or who is in police custody
- D. Apparently accidental or following an injury
- E. By disease, injury, or toxic agent during or arising from employment
- F. While not under the care of a physician during the period immediately previous to death
- G. Death related to disease that might constitute a threat to public health. Corner is responsible for property belonging to deceased.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.8.03 The trainee shall review and explain legal requirements concerning the removal of a human body from the death scene, including:

- A. Limits to which an officer may search a dead person
- B. Legalities involved in transporting an obviously dead person in an ambulance

Reference: Gov. Code Sec. 27491.3 & 27491c; 13 Cal. Admin. Code, Section 1101

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

LOST, FOUND, AND RECOVERED PROPERTY: 14.9.00

14.9.01 The trainee shall review and explain California law and department policies and procedures concerning the disposition of property other than evidence including:

- A. Property recovered by trainee
- B. Property found by citizen
- C. Property (real or personal) of injured, ill, or deceased persons
- D. How Law Enforcement Data Systems (LEDS) can assist in determining property status.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
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CROWD CONTROL: 14.10.00

14.10.01 The trainee shall explain the basic principles of crowd and riot control tactics and shall be able to participate effectively as a team member in crowd control situations.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.10.02 The trainee shall define and describe basic crowd and riot control formations.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.10.03 The trainee shall explain the use of the authorized baton/impact weapon when an officer is involved in any of the basic crowd control formations and explain the use and maintenance of the remaining riot gear.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

NEWS MEDIA RELATIONS: 14.11.00

14.11.01 The trainee shall discuss the most common law enforcement practices as to who may release information to the news media and the notification procedures utilized.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.11.02 The trainee shall recognize press credentials most commonly honored by law enforcement agencies.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
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14.11.03 The trainee shall identify the provisions of California law pertaining to the authorization of news media representatives to enter areas otherwise closed to the public.
Reference: Penal Code Section 409.5

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.11.04 The trainee shall discuss types of information that could prejudice the rights of an individual if furnished to the news media, including:

- A. Statements as to the character or reputation of an accused person or prospective witness
- B. Admissions, confessions, or alibis attributed to an accused person
- C. Results, performance, or refusal of a suspect or witness to take any test(s)
- D. The believed credibility of an accused person or witness
- E. The probability of an accused person entering a guilty plea
- F. The opinioned value of evidence against an accused person
- G. Information prohibited by agency policy
- H. Information that would be detrimental to the investigation of the case
- I. Information that may jeopardize the rights of the individual

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

HOSTAGE/BARRICADED SUSPECT: 14.12.00

14.12.01 The trainee shall explain and/or demonstrate tactical considerations in dealing with hostage/barricaded suspect situations, including:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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SNIPER ATTACK: 14.13.00

14.13.01 The trainee shall explain those steps which should be immediately taken when confronted with a “set-up”, ambush, or sniper situation including:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.13.02 The trainee shall discuss tactical actions that can be taken by the driver of a vehicle that comes under sniper attack:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.13.02 The trainee shall discuss tactics that should be used when the police vehicle has been hit with a firebomb:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

ANIMAL CONTROL: 14.14.00

14.14.01 The trainee shall explain the agency’s policy and procedures when confronted with different types of animal control situations. These types of situations shall minimally include:

- A. Injured animals
- B. Dead animals
- C. Rabid animals

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- D. Noisy animals
- E. Stray animals
- F. Wild animals
- G. Nuisances created by unsanitary keeping of animals
- H. Protective custody of animals
- I. Animal bites

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.14.02 The trainee shall explain the agency’s policy and procedures when it is determined that a vicious, dangerous, or injured animal must be killed/destroyed. This explanation shall minimally include:

- A. Whom to notify prior to killing the animal
- B. Who may shoot the animal
- C. What report should be completed following the shooting of the animal
- D. How disposal of the dead animal is handled

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

14.14.03 Given an incident, the trainee shall effectively assess and handle an animal control situation.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

CONTROL OF PERSONS / PRISONERS / MENTALLY ILL: 15.0.00

CONTROL / SEARCHING OF PERSONS: 15.1.00

15.1.01 The trainee shall be able to safely and effectively control (verbally and physically), one or more suspects, applying all officer safety tactics.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

*15.1.02 The trainee shall be able to demonstrate effective search & control techniques for both male and female suspects, including:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.1.03 The trainee shall review and explain agency policy regarding searching individuals of the opposite sex.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

*Repeated section

HANDCUFFING: 15.2.00

15.2.01 The trainee shall identify the purposes for handcuffing. These purposes shall minimally include the temporary restraint of a suspect to prevent:

- A. Attack
- B. Escape
- C. The destruction or concealment of evidence or contraband

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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15.2.02 The trainee shall discuss various handcuffing principles, which should be met in order to reasonably, guarantee the temporary restraint of a suspect. The principles shall minimally include:

- A. Control of the suspect(s) and the handcuffs
- B. Proper positioning of the suspect’s hands, key outlets, and double locking mechanisms
- C. Reasonable degree of tightness
- D. Observation of restrained suspects
- E. Other approved restraint devices (i.e., flex cuffs, hobbles, etc.)
- F. Safe and controlled removal of handcuffs and other restraint devices

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

15.2.03 The trainee shall review and explain the agency policy regarding the handcuffing of prisoners, including males, females, juveniles, mentally ill, pregnant females, and all other types of detainees/prisoners.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.2.04 The trainee shall be able to safely and effectively handcuff single or multiple suspects and, if necessary, transport single or multiple suspects away from an arrest scene.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

LEGAL RESPONSIBILITIES AND REQUIREMENTS WITH PRISONERS: 15.3.00

15.3.01 The trainee shall review and explain the legal responsibilities for protecting prisoners.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

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15.3.02 The trainee shall discuss the legal responsibilities for providing prisoners with shelter, food, and medical care.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.3.03 The trainee shall review and explain prisoner's rights to telephone calls.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.3.04 The trainee shall explain the requirements for issuing property receipts.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.3.05 The trainee shall review and explain local policy and the legal aspects pertaining to the rights and privileges of prisoners, including the constitutional rights of prisoners while in custody.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.3.06 The trainee shall identify the provisions of Penal Code Section 147 pertaining to willful inhumanity or oppression toward prisoners in the custody of an officer.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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15.3.07 The trainee shall identify the provisions of Penal Code Section 149 pertaining to assaulting a prisoner "under color of authority."

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

TRANSPORTATION OF PRISONERS: 15.4.00

15.4.01 The trainee shall review and explain the agency's policy regarding the transportation of prisoners. This explanation shall minimally include:

- A. Prisoners restrained with specialty devices (i.e., hobble, expectorant shields, etc.)
- B. Sick, injured, mentally ill, physically challenged, or pregnant prisoners
- C. Juveniles with/without adults
- D. Females
- E. Use of seat belts
- F. A search of the area in which the prisoner is about to be placed prior to transportation
- G. A search of the area where the prisoner has been following transportation
- H. The proper positioning of the officer(s) and the prisoner(s) within the vehicle
- I. Close and constant observation of the prisoner(s)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.4.02 Given a situation in which prisoner(s) must be transported in a patrol vehicle, the trainee shall safely place the handcuffed (if according to agency policy) prisoner(s) into the vehicle and safely transport the prisoner(s) to the predetermined destination.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.4.03 The trainee will review and explain the legal constraints, agency policy and procedure, and custody facility requirements relative to medical clearance/approval prior to booking.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.4.04 Have trainee view “Jail Orientation Video”

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

BOOKING PRISONERS: 15.5.00

15.5.01 The trainee shall explain how to properly book a juvenile prisoner in conformance with agency policy, legal codes, and minimum jail standards, including:

- A. Miranda advisement
- B. Right to phone calls
- C. What notifications are required
- D. Secure/Non-secure detention of juveniles



- F. Requirements pertaining to the confinement of a child under 16 years of age with an adult accused or convicted of a crime
- G. Custody alternatives

Reference: 625 W&I; 206 W&I; 207.1-2 W&I; 4030 PC; 273b PC; 626 W&I; 626.5 W&I

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.5.02 The trainee shall acquire (preferably through a tour) an understanding of the basic functions, layout, organization, and staffing of the jail facility his/her agency utilizes most often.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

15.5.03 The trainee shall review and explain reasons and procedures for securing his/her weapon prior to entering any custody facility.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.5.04 The trainee shall explain his/her responsibilities to provide proper documentation to book an inmate into a facility, including:

- A. Complete and accurate Pre-booking form, Receiving Sheet, and/or Probable Cause Statement to include charges and sub-sections
- B. Confirm arrestee is adult versus juvenile
- C. Valid court and/or warrant paperwork
- D. Inmate is medically screened and has medical clearance/approval form
- E. Physical condition as to injuries and/or current medical problems (DT's, heart problems, etc.)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.5.05 The trainee shall explain how to properly book adult prisoners in conformance with agency policies, legal codes, and minimum jail standards, including notifications and procedures for the following:

- A. Alcoholics
- B. Narcotic/Drug users
- C. Mentally ill
- D. Sex offenders
- E. Escape risks
- F. Non-conformists
- G. Civil bookings

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.5.06 The trainee shall identify other prisoners who may warrant special considerations and explain policy regarding transportation, legal codes and minimum jail standards including:

- A. Injured or sick
- B. Females (including pregnant females)
- C. Elderly

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- D. Gang members or police informants
- E. Current or former police officers, judges, etc.
- F. High-profile prisoners
- G. Alcoholics
- H. Narcotic/Drug Users
- I. Mentally Ill
- J. Sex Offenders
- K. Escape Risks
- L. Non-Conformists
- M. Civil Bookings
- N. Any other prisoner(s) who may need specialized classification/housing needs

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.5.07 The trainee shall explain the concept of inmate classification, to include:

- A. Sex
- B. Age
- C. Criminal sophistication
- D. Seriousness of offense
- E. Assaultive behavior
- F. Medical disabilities
- G. Gang Affiliation
- H. Overt sexual behavior

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

*15.5.08 The trainee shall review and explain the legalities of prisoner/inmate searches, including:

- A. Search by same sex
- B. Clothed search
- C. Strip or skin search, including documentation

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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*Repeated section

15.5.09 The trainee shall review and explain methods and procedures for releasing a prisoner per 849(b) P.C.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.5.10 The trainee shall discuss his/her agency's response, if any, to a jail emergency, including:

- A. Fire
- B. Earthquake
- C. Civil disorder
- D. Escape

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

PEOPLE WITH DISABILITIES: 15.6.00

15.6.01 The trainee shall recognize that the ADA (Americans with Disabilities Act) also covers people with developmental and mental impairments and impacts law enforcement as follows:

- A. Requires reasonable adjustments and modifications in policies and practices or procedures, on a case-by-case basis.
- B. Prohibits the arrest of an individual for behavioral manifestations of a disability that is not criminal in nature.
- C. Requires that the safety and civil rights of people with disabilities be protected during transport and while detained.
- D. Requires officers to make accommodations for persons with disabilities, except where safety is compromised.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

15.6.02 The trainee shall acknowledge that some disabilities (including mental retardation, cerebral palsy, epilepsy, autism, and other neurological conditions) are not

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readily apparent and that sometimes people with developmental or cognitive disabilities may have little or no conscious ability to control their behavior.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.6.03 The trainee shall recognize and demonstrate effective communications for persons with cognitive impairments, to minimally include:

- A. Give one direction or ask one question at a time.
- B. Allow the person to process what you have said and respond (10-15 seconds, then repeat).
- C. Avoid questions that tell the person the answer you expect (avoid questions with yes/no answers).
- D. Repeat questions from a slightly different perspective, if necessary.
- E. Avoid questions about time, complex sequences, or reasons for behavior.
- F. Use concrete terms and ideas. Avoid jargon or figures of speech.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.6.04 The trainee shall explain how non-compliance is a warning sign that indicates a person may need more time to mentally grasp and respond to what is being said or asked of them and that it may be due to fear, confusion, auditory hallucinations, etc., rather than defiance.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.6.05 Recognizing that safety (officer safety, public safety, and the safety of the person in crisis) is always the top priority when dealing with impaired people, the trainee shall explain and demonstrate standard tactical assessments and safeguards, including:

- A. His/her own abilities to physically control the person
- B. Escape routes
- C. Use of cover
- D. Call for backup
- E. The T.A.C.T. Model:
 1. Tone (Present a calm and firm demeanor/Maintain respect and dignity)
 2. Atmosphere (Reduce distractions/Respect personal space)

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- 3. Communication (Establish contact/Develop rapport)
- 4. Time (Slow down/Reassess)

Reference: POST Field Guide – Police response to people with mental illness or developmental disability

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

MENTAL ILLNESS CASES: 15.7.00

15.7.01 The trainee shall review and explain state law and agency policy regarding mental illness cases.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.7.02 The trainee shall identify considerations to be made when handling and dealing with mentally ill or emotionally disturbed persons. These considerations shall minimally include:

- A. Ignoring verbal abuse
- B. Avoiding excitement
- C. Avoiding unnecessary deception
- D. Requesting backup to minimize resistance
- E. Requesting ambulance prior to confronting subject, if necessary
- F. Keeping the disturbed person in sight constantly
- G. Continual alertness
- H. Seizing firearms for safekeeping

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.7.02 The trainee shall identify the appropriate mental health facility or regional center within the agency's jurisdiction to be used for evaluation, treatment, counseling, or referral.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.7.03 The trainee shall identify and explain the criteria as set forth in section 5150 of the Welfare and Institutions Code by which an individual may be committed for a 72-hour hold:

- A. Danger to himself/herself
- B. Danger to others
- C. Gravely disabled

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.7.04 The trainee shall explain procedures required of officers for safeguarding the rights of a person detained under the authority of Section 5150 of the Welfare and Institutions Code, including:

- A. The circumstance under which the person's condition was called to their attention and the observation constituting probable cause for detention must be recorded on the Application for 72-Hour Detention For Evaluation and Treatment.
- B. Advisement of Miranda rights, as appropriate, when criminal action is involved.
- C. Reasonable precaution must be made to safeguard personal property in the possession of or on the premises occupied by the person.
- D. The person must be informed of the officer's name and agency and the reason the person is being detained.
- E. If taken into custody at a residence, inform person of personal items that may be brought along (with approval), right to a telephone call, and right to leave a note to friends or family.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.7.05 The trainee shall discuss appropriate alternative methods for handling the situation if involuntary detention for evaluation and treatment is NOT appropriate, including:

- A. Urgent medical attention
- B. Arrest

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- C. Referral for mental health services
- D. Referral to local developmental disabilities agency
- E. No police action required

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.7.06 The trainee shall explain the warrant process “Conservator ship” for mentally ill persons. This discussion shall minimally include:

- A. Affidavit (who makes it, where, and to whom)
- B. Notice to Appear papers
- C. Commitment papers (warrant)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.7.07 The trainee shall identify the agency and mental health (if required) reports involved in a mental illness arrest both with and without a warrant.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

15.7.08 Given a scenario or an actual incident involving a mentally ill or emotionally disturbed person, the trainee shall take all necessary precautions in dealing with the person, safely take the person into custody (if necessary), assure safe transportation of the person, and properly complete all necessary forms and reports.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase 3

TRAFFIC: 16.0.00

VEHICLE CODE: 16.1.00

16.1.01 The trainee shall discuss the California Vehicle Code laws that pertain to the operation of motor vehicles and shall be able to recognize violations.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.1.02 The trainee shall define the following terms as used in the California Vehicle Code, TEST #13:

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.1.03 The trainee shall review and explain the elements of Vehicle Code sections giving authority to arrest. TEST #13

Reference: 40300.5 through 40303; 40305

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.1.04 The trainee shall identify common California Vehicle Code violations by code number and classification. TEST #13

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.1.05 The trainee shall discuss enforcement options after observation of a traffic violation, including:

- A. Verbal warning
- B. Issuance of a citation
- C. Physical arrest

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.1.06 The trainee shall properly and legibly complete a citation, for an observed traffic offense, within a reasonable time frame.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.1.07 The trainee shall explain that the required signature of a violator on a citation is not an admission of guilt but a promise to appear.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

IMPOUNDING/STORING VEHICLES: 16.2.00

16.2.01 The trainee shall review and explain the agency's policy regarding towing procedures.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.2.02 The trainee shall identify/explain situations where he/she may have the authority to remove, store, and/or impound vehicles, including:

- A. Vehicle is abandoned (22669(a) VC)
- B. Vehicle is a traffic hazard (22651(b) VC)
- C. Incidental to an arrest (22651(h) VC)
- D. 5 or more outstanding parking citations (22651 (i) VC)
- E. Vehicle is stored for safekeeping (22651 (g) VC)
- F. Vehicle is stolen, recovered, and not released in field (22651(c) and 22653(a) VC)
- G. Vehicle is held for investigation (22655.5 VC)
- H. Vehicle is involved in hit and run (22655 or 22653(b) VC)
- I. Vehicle with VIN removed (10751 VC)

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J. Vehicle held for operation by unlicensed driver (22651(p) VC)

Reference: See above

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.2.03 The trainee shall discuss the legal authority for those instances when an officer may impound/store a vehicle from public and private property.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.2.04 Given an incident in which a vehicle is to be impounded or stored, the trainee shall impound or store the vehicle in an authorized manner. This shall minimally include:

- A. Compliance with state law
- B. Compliance with agency policy
- C. Completion of all required reports in a satisfactory manner

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

VEHICLE COLLISIONS: 16.3.00

16.3.01 The trainee shall discuss an officer's responsibilities in preventing accidents in the community, including:

- A. Education
- B. Enforcement
- C. Proactive engineering recommendations
- D. Patrol awareness (including assisting stranded motorists)
- E. Environmental factors that detract from traffic safety
- F. Development of positive interagency relationships with road/street department, public works, planning, and traffic safety commission.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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16.3.02 The trainee shall explain the primary duties of an officer at any traffic accident scene, including:

- A. Determining injuries and need for emergency first aid treatment
- B. Protecting the scene, including persons and property involved
- C. Determine jurisdiction
- D. Appropriate use of flares (spilled fuel)
- E. Ascertaining the need for ambulance service
- F. Considering the need for tow services
- G. Determining the need for further assistance
- H. Get parties out of the roadway and separate
- I. Mark vehicle position/evidence in road and clear vehicles from traffic
- J. Get Statements from involved parties
- K. Take photographs

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.03 The trainee shall review and explain the agency’s policy regarding traffic collision investigation and reporting.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.04 The trainee shall define the term vehicle collision.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.05 The trainee shall discuss advantages and disadvantages of immediately removing (or having removed) all vehicles involved in a traffic accident from the highway.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

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16.3.06 The trainee shall discuss the instances when a traffic accident must be investigated by law and agency policy. These instances shall minimally include any:

- A. Injury accident
- B. Hit and run accident
- C. Accident involving suspected drunk driving
- D. Accident involving city, county, or state property

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.07 The trainee shall define the term “primary collision factor.”

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.08 The trainee shall define the term “area of impact” and explain and/or demonstrate how area of impact is determined at both intersection and non- intersection accidents.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.09 The trainee shall define the term “coefficient of friction” as it pertains to roadways.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.10 The trainee shall define terms relevant to traffic collision reports, to include:

- A. Accident or collision: an unintended event that causes damage, death or injury.
- B. Classification of injuries: fatal injury; severe injury; other visible injuries; complaint of pain.
- C. Deliberate intent: an intentional act that directly or indirectly involves a motor vehicle in transport that purposely causes damage to property or injury to any person.

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- D. In transport: this describes the state or condition of a vehicle when it is in use primarily for moving persons or property (including the vehicle itself) from one place to another.
- E. Other parties: a person other than the operator of the motor vehicle (includes driverless vehicle, a vehicle being towed by other than a rigid tow bar or tow truck, animal drawn conveyances, injured equestrians, injured parties in a train, airplane or cable car, or in highway construction equipment not in transport, injured parties in or upon a structure).
- F. Witness: a person other than an involved party or a passenger who can provide information relevant to the accident.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.11 The trainee shall identify the basic elements necessary to complete a factual diagram and/or sketch when investigating the scene of a traffic collision. The elements are:

- A. Indications of compass direction
- B. Measurements of the scene in proportion but not necessarily to scale
- C. Use of appropriate illustrations
- D. Determine the point of impact (P.O.I.) and the point of rest (P.O.R.)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.12 The trainee shall identify types of physical evidence which are used to determine the cause of a collision, including:

- A. Locked wheel skid, critical speed scuff, impending skid, side skids, and acceleration scuff
- B. Debris, glass, vehicle parts, fluids, and other related property damage
- C. Photographs of the scene

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.13 The trainee shall identify information to be obtained during a collision investigation interview, including:

- A. Identity of the involved parties and vehicle information

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- B. Time and location of collision events
- C. Chronology of collision events
- D. Elements unique to hit and run collisions, if applicable

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.14 Given a traffic accident, the trainee shall respond in a safe, efficient, and effective manner, and shall properly and accurately report the accident according to agency policy, including identification of the primary collision factor, along with any associated collision factors.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.15 Only officers who have completed POST Basic Traffic Investigation School can issue a citation for a vehicle code violation however there are two exceptions:

- A. Any infraction/misdemeanor violation committed in your presence at the scene, (12000 and 14601 CVC) or;
- B. The report can be referred to the certified traffic investigations officer for citation issuance

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.16 When to take a collision report (obtain a CR #)

- A. Injury
- B. Hit and Run
- C. DUI, suspected/involved
- D. Property damage (more than 750.00-DMV SR1 must be completed within 10 days)
- E. Officer involved-Call supervisor immediately
 - 1. Officers cannot take their own collision reports
 - 2. State Vehicle Report Form STD 270-must be filled out and given to Supervisor

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.3.17 RIMS incident only

A. Property Damage Only (incident # only and handwrite CHP 555 PDO form)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

TRAFFIC CONTROL/DIRECTION: 16.4.00

16.4.01 The trainee shall demonstrate recognized traffic hand signals for a driver to include:

- A. Stop
- B. Turn right
- C. Turn left
- D. Start
- E. Keep moving

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.4.02 The trainee shall demonstrate a method for using the flashlight to direct traffic in the hours of darkness.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.4.03 The trainee shall explain flare patterns and be able to safely light and extinguish a flare.

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.4.04 Given a handout or exercise depicting an accident scene, the trainee shall mark where to place particular types of traffic control devices that will best protect persons and property with regard to the presence of flammable materials and traffic flow.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

DRIVING UNDER THE INFLUENCE: 16.5.00

16.5.01 The trainee shall recognize and explain the common driving conditions of a suspected DUI.

- A. Swerving within, over lanes
- B. Driving excessively slow or fast, or both.
- C. No headlights

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.5.02 The trainee shall explain the common physical indicators of a driver under the influence.

- A. Odor of alcoholic beverage or marijuana smoke emitting from their person
- B. Slurred speech
- C. Bloodshot/watery eyes
- D. Unsteady gait

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.5.03 The trainee shall explain and demonstrate the DUI interrogation questions and Field Sobriety Tests (FST's) used in determining an arrest for DUI.

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- A. Refer to CHP 202 intoxication interrogation for questions to be asked, preferably PRIOR to FST's, but definitely before arrest, otherwise, a Miranda waiver is an issue.
- B. Common FST's that are explained, then demonstrated (within reason) to the suspected DUI driver:
 - 1. Standing with feet together, head back, count to 30 seconds, silently
 - 2. Finger count, both hands (optional if suspect cannot walk)
 - 3. Balance/Modified Attention: Head back, eyes closed, index finger to nose tip
 - 4. Balance: with arms at sides, lift selected foot up 6" from the ground
 - 5. Straight Line Heel to Toe: 9 steps forward, 9 steps return
 - 6. Write the alphabet (optional if suspect cannot perform physical tests)
 - 7. Passive Alcohol Sensor (PAS)-this is another DUI test, does not retain evidence!
 - 8. Horizontal and Vertical Gaze Nystagmus
- C. Remember to take notes during DUI suspects testing

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.5.04 The trainee shall explain the law and agency policy regarding chemical tests, including how, when, where, and by whom these tests are given as well as the acceptable level of force which may be used to obtain the samples. (Refer to 23157, 23158 CVC)

- A. For blood test, take to Sutter Hospital; have dispatch call ahead.
- B. For Breath Test, use department's EPAS unit.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

*16.5.05 The trainee shall explain the law and agency policy regarding processing persons who refuse chemical testing. (See back of Admin Per Se form)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.5.06 Given a situation where a vehicle operator may be DUI, the trainee shall demonstrate the ability to conduct the field and chemical test(s) in a safe and effective

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manner and if an arrest is made, shall properly and accurately report the incident in RIMS on the CHP 202 form. The following documents are also needed to complete the report:

- A. Cooperative subjects may be cited to appear (CTA), locally booked and released per department policy and will include:
 - 1. Acceptance of Liability form
- B. **OR;** Uncooperative, or subjects who cannot be CTA, will be taken to County Jail and will include:
 - 1. Booking form
 - 2. Probable Cause statement
 - 3. Any Suspect Property (PROPERLY bagged and listed!!!)
- C. DMV-Admin Per Se will be issued
- D. Driver/Registered Owner's Copy of CHP 180 form, if vehicle was towed from the scene.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

VEHICLE STOPS: 16.6.00

16.6.01 The trainee shall explain various types of vehicle stops to minimally include

- A. Traffic violations
- B. Investigative
- C. High Risk

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.6.02 The trainee shall identify and discuss the following elements to be considered when selecting the proper location for a vehicle stop:



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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.6.03 The trainee shall explain the advantages of recording the license number and description of the vehicle prior to the stop.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.6.04 The trainee shall demonstrate the proper distance from which the stop of another vehicle should be initiated. The distance should be:

- A. Not so great as to encourage the driver to attempt to escape
- B. Not so close as to present a hazard due to erratic actions of the driver
- C. Enough to create a safety corridor (patrol car off-set left or right) for the safety of the officer(s) and vehicle occupant(s).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.6.05 The trainee shall identify techniques for gaining the attention of the driver when making a vehicle stop. Techniques shall minimally include:

- A. Use of emergency lights
- B. Use of headlights
- C. Use of horn
- D. Use of siren
- E. Use of hand signals
- F. Use of public address system
- G. Proper use of spotlight to include:
 - 1. Not blinding the driver while the vehicle is moving
 - 2. Illuminating the interior of the stopped vehicle
 - 3. Focusing on the rear and side mirrors to blind the occupants of the officer's approach

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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

16.6.06 The trainee shall identify the inherent hazards involved when an officer conducts a vehicle stop. These hazards shall minimally relate to the:

- A. Location of the stop
- B. Reason for the stop
- C. Officer's approach
- D. Position the officer takes
- E. Contact with the violator
- F. Visibility

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Comments:								Case/Report No.:

16.6.07 Discuss consequences of failing to closely watch movements of the occupants inside the vehicle prior to, during and after the stop.

- A. Attack from suspects
- B. Destruction or concealment of evidence
- C. Escape of occupants

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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16.6.08 Discuss advantages/disadvantages and legal aspects of directing occupants to remain in or to exit the vehicle during a stop.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Comments:								Case/Report No.:

16.6.09 The trainee shall explain and/or safely demonstrate how to safely stop and approach vehicles other than automobiles:

- A. Motorcycles and bicycles
- B. Campers and vans

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- C. Buses
- D. Trucks

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

16.6.10 The trainee shall discuss proper demeanor in dealing with motorists who are:

- A. Angry; avoid arguing back, reasonably listen
- B. Embarrassed, afraid; reasonably reassure
- C. Rationalizing; reasonably explain exactly why you are dealing with them
- D. Refuse to sign; request a backup officer to explain the violation, if still refuse: take to jail, send the cite through to traffic court-write “refused” in signature box and send in with complete written declaration

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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16.6.11 The trainee shall explain discretion in a car stop situation by giving examples of traffic situations in which an officer feels that a warning would be more beneficial.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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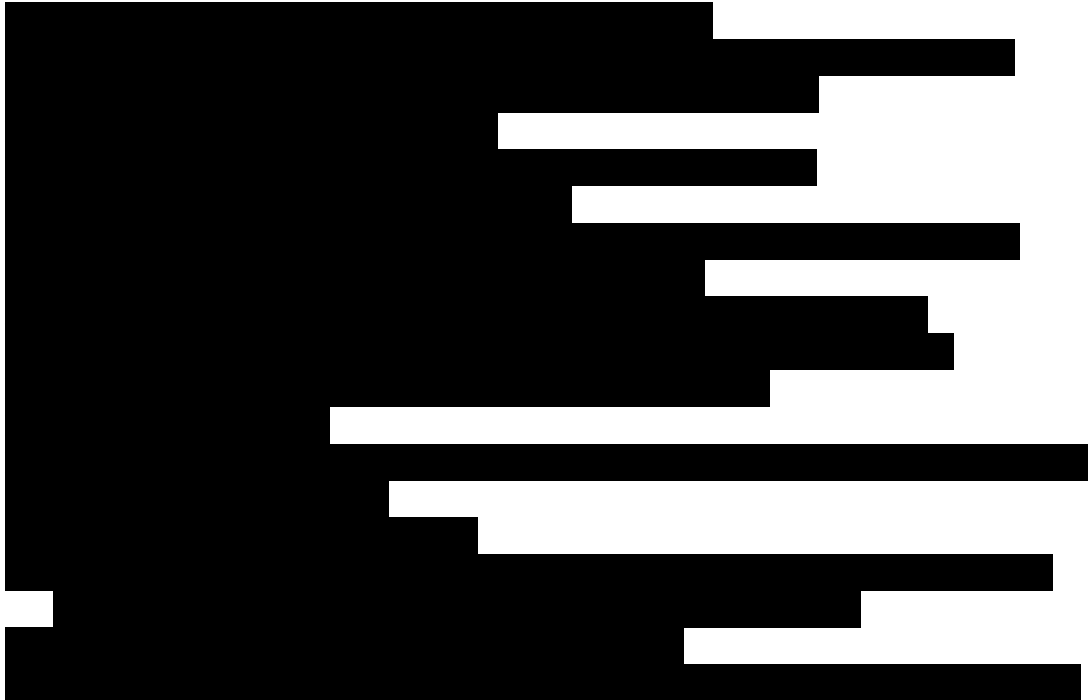
16.6.12 The trainee shall recognize that the required signature of a motorist on a citation is not an admission of guilt but a promise to appear (PTA).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

16.6.13 Given an incident involving a traffic violation, the trainee shall safely and effectively conduct a traffic stop and assess whether to issue a citation or warning in a manner that promotes a positive police image. The trainee shall demonstrate the following procedures:

[REDACTED]

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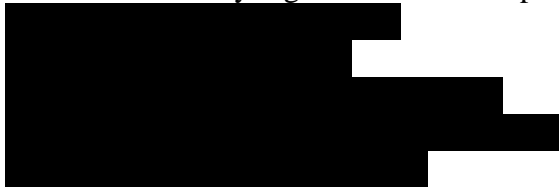


- T. Continue to monitor vehicle occupants while returning to the patrol car to run/cite the driver/or other individuals (i.e. seatbelts!)
- U. Inspect all documents for validity and authenticity
- V. Complete ALL appropriate sections on the citation, get appropriate court dates**
- W. Upon return to the violator for signature, advise that “their signature is NOT an admission of guilt, but rather a promise to appear in court for their violation(s)”
- X. Check signature and then return all documents to violator
- Y. Complete dispatch transmission with appropriate violation information.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

FELONY/HIGH-RISK VEHICLE STOPS:16.7.00

16.7.01 The trainee shall identify and discuss the important considerations taken when about to make a felony/high-risk vehicle stop. These elements shall minimally include:



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	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Comments:								Case/Report No.:

16.7.02 The trainee shall discuss the proper positioning of the police vehicle for a felony/high-risk vehicle stop.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

16.7.03 The trainee shall discuss the advantages of verbally ordering the removal of the suspect(s) from the vehicle prior to approaching on foot.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

16.7.04 The trainee shall explain verbal commands that should be used when removing suspect(s) from a vehicle prior to approaching on foot. These commands shall minimally include having the suspect:

- A. Keep hands in sight at all times
- B. Exit the vehicle (according to agency policy)

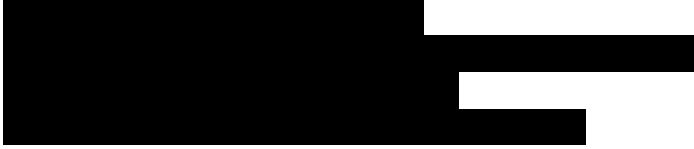
	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

16.7.05 The trainee shall discuss the advantages of waiting for additional back-up before approaching the vehicle or the occupants.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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16.7.06 The trainee shall explain the roles of both the primary and back-up officer(s) before, during, and after the stop. This discussion shall minimally include which officer:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Comments:								Case/Report No.:

16.7.07 Given an incident involving a felony/high-risk vehicle stop, the trainee shall safely stop the vehicle, remove the occupant(s), and place the occupant(s) in a position of disadvantage without the officer(s) being placed in an inherently dangerous position.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

***SEARCHING VEHICLES: 16.8.00**

16.8.01 The trainee shall identify and explain principles of a safe and effective search of a vehicle. These principles shall minimally include:

- A. Proper removal and control of occupants
- B. A systematic method of search

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

16.8.02 Given an incident, the trainee shall safely and effectively conduct a vehicle search.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

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INVESTIGATIONS / EVIDENCE: 19.0.00

INTERVIEWING: 19.1.00

19.1.01 The trainee shall explain the systematic steps he/she should take in preparing for an interview.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

19.1.02 The trainee shall discuss basic rules in statement taking and interviewing. These rules shall minimally include:



	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

19.1.03 The trainee shall describe the contents of a good statement. These contents shall minimally include:

- A. What happened
- B. When it happened
- C. Where it happened
- D. Who it happened to
- E. How it happened
- F. Why it happened
- G. How many are involved

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Comments:								Case/Report No.:

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19.1.04 The trainee shall explain the ramifications of the Miranda warning and shall describe when, where, and why it should/should not be used during interviews.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Comments:								Case/Report No.:

19.1.05 Given a situation in which a statement should be taken, the trainee shall properly conduct an interview and satisfactorily summarize the information on the appropriate form.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

INVESTIGATIONS, “Cold” Crimes: 19.2.00

19.2.01 The trainee shall demonstrate the ability to conduct thorough and complete preliminary investigations.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

19.2.02 The trainee shall discuss factors which must be determined when interviewing complainants, reporting persons, and witnesses.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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19.2.03 The trainee shall describe situations where the skills of an evidence technician or criminalist are required.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Comments:								Case/Report No.:

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19.2.04 The trainee shall properly obtain all information necessary for the completion of a thorough preliminary investigation of a “cold” crime.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

INVESTIGATIONS, Crimes Against Property: 19.3.00

19.3.01 The trainee shall review and explain an officer’s responsibilities associated with the preliminary investigation and reporting of in-progress or fresh crimes against property. These responsibilities should minimally include:

- A. Identity or description of suspect(s)
- B. Description of loss
- C. Direction of flight of suspect(s)
- D. Possibility of weapons being involved
- E. Radio broadcasts of all known and important information
- F. Pursuit and/or apprehension of suspects, if possible.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

19.3.02 Given an in-progress or fresh incident involving a crime against property, the trainee shall properly assess and perform all the objectives necessary to satisfactorily complete the preliminary investigation, including the satisfactory completion of the proper report(s).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

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INVESTIGATIONS, Crimes Against Persons: 19.4.00

19.4.01 The trainee shall review and explain an officer’s responsibilities associated with the preliminary investigation and reporting of in-progress or fresh crimes against persons.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
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Trainee								
Comments:								Case/Report No.:

19.4.02 The trainee shall review the following steps to take while investigating the following crimes:

A. Rape/Sexual assault-Notify Supervisor immediately.

1. Determine if a sexual assault has occurred (Initial interview/gather suspect info)
 - a. Call supervisor, immediately with info.
 - b. Broadcast BOL with suspect info., if applicable.
2. Determine if victim is in need of immediate medical care; i.e. ambulance
3. Ask victim if they wish to have forensic SA exam.
4. Per Sonoma county protocol, call and request SA examiner before leaving for hospital. SART exam performed at Warrack Hospital (Summerfield Rd., SR)

a. SA examiner pgr.: # 491-4635

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

5. Offer victim the right to have an advocate and/or support person present during any/all interviews (679.04 PC)
 - a. Include advisement and victim’s response in report.
6. Offer/notify victim advocate to respond to hospital for exam (264.2(b) PC)
 - a. Advocate phone: # 545-7273
7. Explain the evidence collection, process to the victim.
 - a. Postponement of eating, drinking, bathing, etc.
8. Give victim advisement that their name will become public record unless confidentiality is requested (293/293.5 PC, 6254 GC)
 - a. Include advisement and victim’s response in report.
 - b. Victim’s name/address can only be given to DA, parole, and other dept. officials.
9. Give victim a victim resource pamphlet(s)(264.2 PC) (green dept. pamphlet)
10. Conduct investigative interview – gather any additional info. from SA examiner after exam.

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11. Collect SART kit from SA examiner, place into evidence (maintain chain of custody)
12. Request signed medical information release from victim.
13. Offer/request emergency protective order (EPO) for victim, give TRO info. to victim
14. Follow up with victim regarding status of investigation, court ruling, etc

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

B. Domestic Violence: (Notify supervisor immediately)

1. Mandatory reporting/arrest
2. Sonoma County Policy 93-3 (refer to section 8 Study Guides)
3. DV/Protective Order violations:
 - a. Arrest, do not cite
 - b. Whether or not violation of order was committed in officer's presence

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

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4. Citizen arrests:
 - a. Inform victim of right to make an arrest for any other misd. crime (not covered under 836(c)(1)) that was committed during the argument (vandalism, etc.)
5. How to obtain a temporary restraining order (TRO): TRO clinic at court house
6. Ask if they want an emergency protective order (EPO): On call judge-list in dispatch
7. Photograph and treatment of injuries. Inform of importance of follow up photos
8. Offer transportation to shelter, officer standby to gather belongings
9. Mandatory advisement: 6254 Government Code (GC)
 - a. Right to confidentiality of name as public record
 - b. Documentation in report of advisement and victim’s response
10. Firearms confiscated from residence (12028.5 PC)
 - a. Plain view or discovery search
 - b. Place into evidence (give owner property receipt)
 - c. Owner’s responsibility to get property back
11. Review Victims of Violent Crimes (13959-13969 GC)
12. Give victim departments “Victims of Violent Crime” pamphlet-green

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

- C. Child Abuse-Discuss 11166 PC (Notify supervisor immediately)
 1. Determine if it is misdemeanor/felony child abuse
 - a. Be sensitive to cultural differences (differentiate between harmful practices and those that are solely reflective of cultural diversity & are not harmful to child’s well-being)
 - b. Isolate child during questioning
 - c. Conduct visual exam of child for injuries (try and have parent, guardian, or witness present)
 2. Child abuse includes any of the following acts committed against a person under 18 yrs:
 - a. Physical abuse
 - b. Neglect
 - c. Sexual abuse
 - d. Emotional abuse
 3. **Misdemeanor abuse:**
 - a. Immediately notify Sonoma Co. Child Welfare Services (CPS), within 36 hrs. complete and send SS-8572 to CPS (11166 PC)

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- b. When investigation is complete and no further follow-up required: Complete DOJ Form SS-8583 (Child Abuse Investigation Report) & provide disposition of case in the comments section and send to CPS
- c. Complete full report in addition to completing above forms
- 4. **Felony abuse, this includes sexual assaults:**
 - a. Must Contact Redwood Children’s Center for physical/sexual abuse exam
 - b. Get necessary info for initial crime report (**do not** interview child) ask (W)’s (RP)’s
 - c. Complete DOJ Form SS-8572 and send to CPS (11166 PC)
 - d. Complete DOJ Form SS-8583 and send to CPS
 - e. Give victim or victim’s guardian Victim referral info pamphlet
 - f. Take report in addition to completing above form
 - g. Inform child’s non-offending parent/guardian the victim’s name will become a matter of public record unless otherwise requested (document advisement & response in report)
 - h. Advise victim right to have victim advocate or support person present during exam and interview-warning for parents; can’t be in court if present during interview
 - i. For either situation, take child into protective custody per 300 W&I, if necessary
 - 1. Bring child to Valley of the Moon Children’s Home
 - 2. Discuss determining factors to take child into protective custody
 - 3. Complete “Juvenile Referral” form using appropriate 300 W&I Code as the booking section (list parents or suspects names & reason for no contact on form)
- 5. *Remember, CPS workers do not have authority to take child into protective custody, but can make recommendation (only law enforcement can determine)
- 6. Photograph injuries/living conditions for evidence
- 7. Issue EPO if necessary

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

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19.4.03 The trainee shall review the following steps to take while investigating the following crimes:

- A. Felonious Assault
- B. Robbery
- C. Kidnapping
- D. Missing Persons
 - 1. Mandatory report to DOJ-even if located after short time
 - 2. Must accepts report, regardless of jurisdiction
 - 3. CLETS entry without delay
 - 4. Have trainee view POST “Missing Person/Elder Abuse Video”

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

19.4.04 The trainee shall discuss the steps to take initially at a scene where a serious injury or death has occurred. These steps shall minimally include:

- E. Preserving the scene, including the restriction of unauthorized police personnel
- F. Determining the need for first aid and summoning medical assistance
- G. Identifying and apprehending suspect(s), if possible
- H. Making proper notifications
- I. Locating visible physical evidence
- J. Locating and interviewing witnesses or possible witnesses as appropriate

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

19.4.05 Given an in-progress or fresh incident involving a crime against a person, the trainee shall properly assess and perform all the objectives necessary to satisfactorily complete the preliminary investigation, including the satisfactory completion of the proper report(s).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

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BURDEN OF PROOF: 19.5.00

19.5.01 The trainee shall define the term “burden of proof” and determine, in the following situations, whether the “burden of proof” falls upon the prosecution or defense during a criminal trial:

- A. Criminal guilt (Evidence Code Section 520)
- B. Corpus delicti (Evidence Code Section 550)
- C. Jurisdiction (Evidence Code Section 666)
- D. Double jeopardy as a defense (Evidence Code Section 500)
- E. Self-defense as a defense (Evidence Code Section 500)

Reference: Evidence Code sections 520; 550; 666; 500; 500

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F.T.O.								
Trainee								
Comments:								Case/Report No.:

CONCEPTS OF EVIDENCE: 19.6.00

19.6.01 The trainee shall recognize the concepts of evidence as defined and used in California law, including:

- A. Evidence
- B. Direct evidence
- C. Circumstantial evidence

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

19.6.02 The trainee shall identify the following types of evidence or material related to the introduction of evidence in court and shall give an example of each:

- A. Fruits of a crime
- B. Instrumentalities of a crime
- C. Contraband

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

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19.6.03 The trainee shall explain the purposes for offering evidence in court, including:

- A. As an item of proof
- B. To impeach a witness
- C. To rehabilitate a witness
- D. To assist in determining sentence

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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F.T.O.								
Trainee								
Comments:								Case/Report No.:

19.6.04 The trainee shall explain the tests which an item of evidence must successfully pass before it may be admitted into any criminal court. (Evidence Code Section 210)

- A. The evidence must be relevant to the matter in issue
- B. The evidence must be competently presented in court
- C. The evidence must have been legally obtained

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

19.6.05 The trainee shall identify at least three of the following as qualifications that must be met by a witness before he/she may testify in a criminal trial in the State of California.

- A. The witness must know the difference between right and wrong
- B. The witness must possess the ability to understand
- C. The witness must possess the ability to express himself/herself
- D. With the exception of those areas covered by the Hearsay Rule, the witness must testify only to those facts that are personal knowledge

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.6.06 The trainee shall explain the privileged communication rule and provide examples to include:

- A. Husband and wife
- B. Attorney and client
- C. Clergyman and confessor
- D. Physician and patient

Reference: Evidence Code sections 970 & 980; 950; 1030; 990

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Trainee								
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RULES OF EVIDENCE: 19.7.00

19.7.01 The trainee shall describe the effects of the "exclusionary rule" upon police actions and procedures in the following areas:

- A. Civil rights
- B. Inadmissible evidence
- C. Possibility of false arrest

Reference: Evidence Code; Case Law

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

19.7.02 The trainee shall define the Hearsay Rule and give examples of exceptions to the rule, including:

- A. Spontaneous statements
- B. Admissions
- C. Confessions
- D. Dying declarations

Reference: Evidence Code sections 1200; 1220

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Part IV. Phase IV

EVIDENCE COLLECTION AND PRESERVATION: 19.8.00

19.8.01 The trainee shall search a crime scene and locate physical evidence through the use of an organized method which may include:

- A. Strip
- B. Spiral
- C. Quadrant

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.8.02 The trainee shall explain and/or demonstrate the methods for preserving evidence at a crime scene in fair and inclement weather. (Sun/rain/insects-animals)

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Trainee								
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19.8.03 The trainee shall demonstrate the ability to preserve evidence in such a way as to ensure it is received by the examining authority or court in as near to the same condition as it was found.

- A. Biodegradable evidence should be kept refrigerated/frozen
- B. Controlled substances should be weighed and tested PRIOR to booking in:
 - 1. Scales and NIK tests in evidence room

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.8.04 The trainee shall explain the provisions of the agency's rules, policies, and procedures regarding the storage of evidence. (*Policy forthcoming-11/03)

- A. Temporary Storage Lockers
- B. Permanent Warehouse Storage

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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19.8.05 The trainee shall review and explain, as well as apply, the agency’s policies on:

- A. Handling controlled substances
 - 1. Always use gloves when handling evidence
- B. Depositing property, evidence, and money
- C. Withdrawing and returning property
 - 1. Photograph and sign property out on Blue Evidence Card
- D. Depositing firearms, miscellaneous weapons, and explosives
 - 1. Always “Safe” firearms and other weapons,
 - 2. Clearly label/tag all potential hazards, use bio-hazard labels when needed

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19.8.06 The trainee shall review and explain the agency’s policies and procedures regarding the taking of evidence to laboratory examination facilities and court.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.8.07 The trainee shall explain “chain of custody” or “chain of evidence.”

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.8.08 Given a crime situation in which any form of evidence is recovered, the trainee shall collect, preserve, and deliver the evidence, and properly complete all necessary forms (property reports, evidence tags, etc.) in order to ensure the chain of custody. Refer to “Evidence Guidelines” in the FTO manual for further instruction

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19.8.09 The trainee will discuss the following with regards to photographing evidence/property:

- C. What to photograph at a crime scene
- D. Photograph scene and evidence PRIOR to removing/collecting
- E. When photographing glass, take at angle to avoid glare
- F. When photographing vehicles, include license plate-avoid glares
- G. Use digital camera whenever possible



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19.8.10 Processing the scene of a sexual assault (also refer to Evidence Guidelines):

- A. Where would all evidence be located?
 - 1. Clothing, bedding, bathroom, couches, garbage cans, instrumentalities of the crime
- B. Packaging of the evidence:
 - 1. Semen: air dry clothing, wrap in (clean) brown paper bags-FOLDING INWARD
 - 2. Place all evidence in paper bags
- C. Photograph:
 - 1. Scene
 - 2. Victim
 - 3. Suspect

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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LINE UPS: 19.9.00

19.9.01 The trainee shall explain technical methods for identifying suspects, including:

- A. Field show-up
- B. Photo identification
- C. Identification kit
- D. Artist's conception

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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19.9.02 The trainee shall review and explain the agency policy and procedure(s), including admonitions, for conducting the following types of “line ups:”

- A. In custody
- B. In the field
- C. Photographic

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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19.9.03 The trainee shall explain and/or demonstrate the following procedures for a photographic identification:

- A. Use of multiple photos
- B. Instructions to witness(es)
- C. Control of the situation
- D. Similar appearances

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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SOURCES OF INFORMATION:19.10.00

19.10.01 The trainee shall discuss the importance of identifying and developing sources of information through networking with persons in the community.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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19.10.02 The trainee shall describe techniques for identifying and developing “informants” and the:

- A. Hazards of divulging too much information to informants
- B. Danger of breaking confidentiality

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.10.03 The trainee shall explain the types of public and private records that may be of assistance when collecting investigative information.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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SUBPOENAS: 19.11.00

19.11.01 The trainee shall review and explain the agency’s practices and policies concerning the subpoena process.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.11.02 The trainee shall define the term “subpoena” and describe the authority and immunities associated with the subpoena, including:

- A. Who may exercise the power of a subpoena
- B. Who may serve a subpoena
- C. How a subpoena is served
- D. Who is subject to the power of a subpoena
- E. What immunities from arrest are granted to a person traveling in answer to a subpoena
- F. How a subpoena is enforced

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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COURTROOM TESTIMONY AND Demeanor: 19.12.00

19.12.01 The trainee shall explain the value of impressive and professional courtroom demeanor and appearance.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
Comments:								Case/Report No.:

19.12.02 The trainee shall explain the value of a pre-trial conference with the prosecuting attorney. This shall minimally include:

- A. Refreshing the officer’s memory
- B. Coordination of efforts

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.12.03 The trainee shall identify and explain principles of effective testimony. These principles shall minimally include:

- A. Honesty
- B. Clarity
- C. Brevity
- D. Objectivity
- E. Poise

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Trainee								
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19.12.04 The trainee shall explain the value of furnishing testimony in a professional manner, even when confronted with a variety of attorney personalities including:

- A. Irate
- B. Offensive
- C. Threatening
- D. Argumentative
- E. Overly friendly

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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19.12.05 The trainee shall become familiar with local courtroom security policies and procedures such as:

- A. Prisoner escort
- B. Prisoner restraint
- C. Screening of courtroom audience
- D. Disturbance procedures

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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19.12.06 The trainee shall demonstrate the ability to prepare and furnish courtroom testimony in such a manner as to promote professionalism and the administration of justice.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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TACTICAL COMMUNICATION: 20.0.00

20.1.01 The trainee shall discuss how tactical communication involves both professional demeanor and words (verbal and non-verbal cues).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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20.1.02 The trainee shall identify the benefits of tactical communication including:

- A. Enhanced safety (reduces likelihood of physical confrontation and injury)
- B. Enhanced professionalism (decreases citizen complaints, civil liability, personal, and professional stress)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.1.03 The trainee shall demonstrate an ability to perform in a calm, professional demeanor while de-escalating hostilities or conflicts (i.e., without resorting to physical force).

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.1.04 The trainee shall explain and demonstrate the ability to use deflection techniques in response to verbal abuse. Every word that follows “but” is professional language that is goal directed. Examples might include:

- A. I appreciate that, but I need to see your driver’s license.
- B. I understand that, but I need you to sign the citation.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.1.05 Given a scenario or an actual incident involving an uncooperative subject(s), the trainee shall be able to generate voluntary compliance using the 5-step process:



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***HANDLING DISPUTES: 20.2.00**

20.2.01 The trainee shall explain an officer’s basic responsibilities at the scene of a dispute. These responsibilities shall minimally include:

- A. Remaining impartial
- B. Preserving the peace
- C. Determining whether or not a crime has been committed
- D. Conducting an investigation if a crime has been committed
- E. Providing safety to individuals and property
- F. Suggesting solutions to the problem
- G. Offering names of referral agencies
- H. Considering arrest as a viable alternative if a crime has been committed

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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*Previously mentioned

20.2.02 The trainee shall identify various social service organizations that are available within the city or county to render assistance in dispute situations. These organizations shall minimally include those dealing with:

- A. Public health
- B. Alcohol problems
- C. Family counseling and child guidance
- D. Drug problems
- E. Humane society/SPCA
- F. Any additional city/county agencies or organizations

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.2.03 The trainee shall explain the inherent dangers to an officer who enters the home of a family involved in a dispute.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.2.04 The trainee shall explain the advantages and disadvantages of separating parties in a dispute and gathering information from them individually.

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20.2.05 The trainee shall explain citizen arrest procedures to consider at disputes.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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Trainee								
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20.2.06 The trainee shall assess and explain different techniques to use in given dispute situations. These situations shall minimally include:

- A. Roommate/Family disputes
- B. Neighbor disputes
- C. Juvenile disputes (RCHS-Tech High students)
- D. Loud parties
 - 1. CSA's/RLS's will typically handle 1st complaint in the Residential Community-refer to who's "on call" in patrol procedures

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.2.07 Given a scenario or an actual incident involving a dispute, the trainee shall assess and handle the dispute in a safe, efficient, reasonable, and discretionary manner.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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CIVIL DISPUTES; including Landlord/Tenant (AKA Residence Life and Housing policies) and, Labor: 20.3.00

20.3.01 The trainee shall review and explain the agency’s policy on handling landlord-tenant disputes.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.3.02 The trainee shall identify and explain California civil and criminal law and agency procedures applicable to situations that arise from landlord-tenant disputes. These situations shall minimally include:

- A. Evictions
- B. Lockouts
- C. Trespasses
- D. Confiscation of property

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.3.03 The trainee shall review and explain the agency’s policy on labor-management disputes.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.3.04 The trainee shall explain agency policy and procedures relative to typical policing problems that occur during labor-management disputes. These problems shall minimally include:

- A. Obstruction of ingress or egress
- B. Blocking of sidewalks and roadways
- C. Outside agitators
- D. Violence and vandalism

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.3.05 The trainee shall explain the role of the small claims court.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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20.3.06 Given any situation involving a civil dispute, the trainee shall assess and handle the situation in a safe and effective manner, consistent with agency policy and state law.

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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REPOSSESSIONS: 20.4.00

20.4.01 The trainee shall explain the general rules that pertain to the repossession of items. These rules shall minimally include:

- A. What property is subject to repossession
- B. Who may make a repossession
- C. To what lengths a repossession may go
- D. When a repossession is complete

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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SELF-INITIATED ACTIVITY: 21.0.00

The trainee shall explain the necessity of and demonstrate proficiency in the performance of self- initiated activities to minimally include:

21.1.01 Vehicle Stops:

- A. Investigative
- B. Traffic enforcement

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
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21.2.02 Pedestrian Stops:

- A. Suspicious persons
- B. Consensual encounters
- C. Traffic enforcement

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

21.1.03 Directed Patrol:

- A. Gang area/activities
- B. DUI enforcement E.
- C. Illegal vendors
- D. Pattern crimes
- E. COPS, POP Projects, School programs, NPEs

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase IV

21.1.04 Arrests:

- A. Misdemeanor and felony
- B. Other (i.e., Municipal codes, local ordinances)

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

21.1.05 Other activities:

- A. Field Interview (FI) cards
- B. Bar checks (Downtown Cotati)
- C. Curfew violators
- D. Suspicious circumstances
- E. Additional agency-specific activities (list):

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

Part IV. Phase V

SHADOW PHASE: 23.0.00

LAST WEEK OF FIELD TRAINING PROGRAM 23.1.00

23.1.01 Trainee is expected to be performing at “solo” patrol officer level.

A. The trainee shall explain the necessity of and demonstrate proficiency in the performance of self-initiated activities to minimally include:

1. Vehicle stops:
 - a. Investigative
 - b. Traffic enforcement
2. Pedestrian stops:
 - a. Suspicious persons
 - b. Consensual encounters
 - c. Traffic enforcement
3. Directed patrol:
 - a. Residence Hall activities
 - b. DUI enforcement
 - c. Illegal vendors
 - d. Pattern crimes
 - e. COPPS
4. Arrests:
 - a. Misdemeanor and felony
 - b. Other-school codes, muni codes, local ordinances
5. Other activities
 - a. Field interview (FI) cards
 - b. Curfew violators
 - c. Suspicious circumstances

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.:

B. Any training deficiencies up to this point and any remedial training will have been noted and documented. Discuss Extension Period and documentation process, if necessary

	INSTRUCTED		COMPETENCY DEMONSTRATED		How Demonstrated? Field Perform Role Play Written Test Verbal Test	REMEDIED		How Remediated? Field Perform Role Play Written Test Verbal Test
	Name	Date	Name	Date		Name	Date	
F.T.O.								
Trainee								
Comments:								Case/Report No.: